



## Contribution Request Form

It is our goal to support non-profit events in our community. Due to the volume of requests, it is not an easy decision to select donation recipients from among so many worthwhile programs. To help First Bank in considering your request, please complete the following. Only completed Contribution Requests will be considered.

Details of Applicant				
Name of organization, event or individual request is for:				
If a monetary donation is being requested, who should the check be made payable to?				
Contact Name:			Contact Phone:	
Address:				
City:	State:	Zip:	Email:	
IRS Recognized non-profit? <div style="text-align: center;">Yes                      No</div>		Bank Customer? <div style="text-align: center;">Yes                      No</div>		
Details of Request				
Amount or type of donation request:			Date donation needed (minimum of 2 weeks from date of request):	
Brief description of the request, including how donation will be used:				
Have you contacted any other organizations for donations?    Yes    No    If so, whom and what was the donation?				
Will the Bank receive publicity or recognition? <div style="text-align: center;">Yes    No                      If so in what form?</div>				
Is there anything else you would like to include or clarify?				
Please sign your name to endorse this request:			Date of Request:	
Bank Use Only	Approved by:	Date:	Amount or Donation Approved:	Denied:
Contact Via:                      Letter                      Phone                      Other				

Thank you for taking the time to complete this request. Please submit to: The First Bank, Contribution Committee, 2800 Ludington Street, Escanaba, MI 49829 or by fax (906) 786-9046. You should have a response to your request within 30 days.