



**CONTRIBUTION/SOLICITATION REQUEST FORM**

Girl Scouts of San Jacinto Council

**You Must Obtain Approval Prior to Soliciting Donor or Accepting a Contribution**

Complete applicant and donor information and submit for approval. **Note: Only Senior and Ambassador Girl Scouts working on their Gold Award projects may solicit financial donations.** Please allow 30 days for Council to process this request. The donor’s mission should align with Girl Scout mission statement. Crowdfunding, such as Go Fund Me pages, cannot be approved.

**Who is to receive donation:**

Senior or Ambassador Girl Scout \_\_\_\_\_ (Cash or in-kind donation)

Troop # \_\_\_\_\_ (In-kind donation only)

**(Troops must be in good standing and must have a minimum of 5 girls and 2 active troop leaders based on current membership year)**

Special Interest Group \_\_\_\_\_ (In-kind donation only)

Other Group- Community / Region \_\_\_\_\_ (In-kind donation only)

Girl Scouts of San Jacinto Council \_\_\_\_\_ (monetary or in-kind donation)

**CONTRIBUTION INFORMATION: *All checks must be made payable to Girl Scouts of San Jacinto Council and processed through the Council to be tax deductible.***

Please Select Type of Solicitation:  Gift-In-Kind  Sponsorship  Monetary Contribution

**GIFT-INFORMATION**

Monetary Gift Amount \$ \_\_\_\_\_ Non-monetary Gift Amount \$ \_\_\_\_\_

Does the donor request an acknowledgement for an in-kind gift:  Yes  No

**DONOR INFORMATION**

Name \_\_\_\_\_ Title \_\_\_\_\_

Organization/Company \_\_\_\_\_

Mailing Address \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

Girl Scouts of San Jacinto Council  may  may not publish donor/organization's name in appropriate publications.

**APPLICANT INFORMATION (Troop/Group/ Girl/Community/Region)**

Name \_\_\_\_\_

Gift Amount/ Value \$ \_\_\_\_\_ If in-kind, type of item \_\_\_\_\_

Council Check addressed/mailed to: \_\_\_\_\_

Address \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_

Parent/ Caregiver's name, if individual girl: \_\_\_\_\_

E-Mail Address \_\_\_\_\_

**APPLICANT QUESTIONS**

Describe the purposes for which funds or in-kind gift will be used?

\_\_\_\_\_  
\_\_\_\_\_

What relationship do you have with the donor? Who is your contact?

\_\_\_\_\_  
\_\_\_\_\_

If this contribution is not awarded, how will the girl(s) be impacted?

\_\_\_\_\_  
\_\_\_\_\_

**PRODUCT SALES**

In the last 12 months, has the troop/group/girl participated in the Council cookie sale and fall product sale?

\_\_\_\_\_ Cookie Sale \_\_\_\_\_ Fall Product Sale \_\_\_\_\_ 1<sup>st</sup> Year Troop

*(Criteria for obtaining monies is participating in the two most recent Product Sales with certain exceptions for 1<sup>st</sup> year troops.)*

**Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

*I, adult volunteer, certify that all this contribution will be applied to the program or activity described to benefit girls in accordance with donor expectations.*

For Office Use Only

**For Gold Award projects, confirm that project has been approved** \_\_\_\_\_

**The troop/ group/ community/ region/ girl is in good standing.** \_\_\_\_\_

**GSSJC Approval Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

*Email form to appropriate contact. For Gold Award- [goldaward@sjgs.org](mailto:goldaward@sjgs.org). For Silver Award- [silveraward@sjgs.org](mailto:silveraward@sjgs.org). For Bronze Award- [bronzeaward@sjgs.org](mailto:bronzeaward@sjgs.org). For troop, region or community requests, contact your Volunteer Experience Manager or GSLE Manager.*