

The Paper Caper Donation Request Form

Due to the volume of donation requests that The Paper Caper receives, we require your donation request to be submitted using this form. **Please note: applying for a donation does not imply that The Paper Caper can fulfill all donation requests.** Donation requests must be submitted at least 4 weeks prior to your event.

Name of your Organization: _____

Contact name: _____

Contact phone: _____

Email address: _____

Organization type: (Circle one)

EDUCATIONAL ARTS/CULTURE CHARITABLE INSTITUTIONAL

Is this organization a 501c(3) non-profit agency? YES NO

Tax ID: _____

Organization Description: _____

Event Description: (Name, Date, Time, # of people attending and purpose)

Proceeds from event will benefit: _____

Have you received a donation from us before?: _____

Which Items are you requesting?: _____

Additional Notes: _____

Please submit your request along with a Statement of Purpose (on Organizational Letterhead) to:

Attn: Donation Request
The Paper Caper
16829 65th Ave
Lake Oswego, OR 97035
-no phone calls please-