

# Local Community Fundraising REQUEST FORM

Apply online at [rackroomgives.com](http://rackroomgives.com) or complete this form and submit it to us, using the mailing address or fax number listed below.

Rack Room Shoes is committed to the communities we live and work in; and we are grateful to those like yourself, who work to make your community a better place for everyone. The Rack Room Shoes Local Community Donations program was designed to make local donations available to organizations such as the one you are representing.

Please note we do have a few requirements. Before you submit your application, please ensure your organization is eligible and you have included the required supporting materials.

- Your organization must be a 501(c)3 with a valid tax i.d. number
- Your group must be local and benefit the community in which one of our stores is located
- Only one card per year, per organization, please
- Supporting materials must be provided: letter, brochure or flyer promoting your event

Name of Organization \_\_\_\_\_

501(c)3 Tax I.D. Number \_\_\_\_\_ Date of Event \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Representative's Name \_\_\_\_\_

Email Address \_\_\_\_\_

Donation will be used for the following: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I am an authorized representative of the organization listed above and certify that the donation will be used as intended and solely to support this organization's work as described in the request.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Please provide supporting documents, event brochures, letters of request, and or flyers.

By submitting this application, you will be considered for a \$100 Rack Room Shoes Gives Donation Card. The card is perfect for fundraising events. This is similar to a gift card and can be used for the purchase of a pair of shoes up to \$100 in value and expires 90 days after your event.

Upon receiving your application, our Rack Room Shoes Gives committee will review your submittal. The committee makes Local Community Fundraising decisions once a month. All organizations will receive a response via mail if we are able to honor your request with a donation. Applications must be received 90 days prior to your event. **Thank You!**

**MAIL COMPLETED FORM TO:**

Community Support - Rack Room Shoes  
8310 Technology Drive, Charlotte, NC 28262

**FAX or EMAIL COMPLETED FORM TO:**

(704) 547-8153  
[community@rackroom.com](mailto:community@rackroom.com)

RACK ROOM SHOES  
gives

