

City Lights Cafe Fundraiser Request Form

Please fill out and turn once completed. Requests will be reviewed within 2 weeks.

City Lights Cafe supports many local and worthy causes. We have a budget to give each year and so many requests, that we can only approve a limited number. Factors of consideration include:

Donation Requirements:

- An impact on our local community, no national organizations.
- Donation requests are on a first come, first served basis. Please give us at least 2 week's notice prior to the date of your need.
- Requests will only be taken via this form, not from phone calls, emails or over the counter.
- We provide In-Kind donations such as gift cards, merchandise and a limited number of gift baskets each year.
- The organization must be a 501c3 non-profit.

Date Application Submitted _____

Organization _____

Address _____ City _____

Main Telephone Number _____ Organization Web Address: _____

Person Requesting: First _____ Last _____

Email _____ Phone Number _____

What Kind of Donation Are You Requesting?

Gift Card Gift Basket Other In-Kind Donation Fundraising Event

Please Describe the Event/Request in Detail and How It Benefits the Organization

Date Needed _____

Please return to City Lights Cafe, 3 E. Jackson Street Sylva, NC 28779