

Great Harvest Donation Request Form

Our Donation Guidelines

- We donate to non-profit organizations that provide services to our community
- We donate our products- breads, rolls, & gift baskets-for community events and fundraisers
- Our deadlines for donation requests: Because of the volume of requests we receive and the need for advance planning, donation requests for a given month must be received by the first day of the month prior in order to be considered. For example, if your event is in May, please have your request to us by April 1st.
- Blackout periods: We are unable to make donations during the following weeks: Easter week, Thanksgiving week, and Christmas week.

Organization Name: _____

Name of Event: _____ # of People expected: _____

Purpose of event: _____

Date of event: _____ Time of event: _____

Location of event: _____

Contact Email: _____ Contact phone: _____

Type of Donation Requested:

_____ Refreshments (Bread/rolls) _____ Auction Item (Gift basket) _____ Door Prize (loafs/ goodies)

Other (you may specify what you like): _____

Signature: _____ Date: _____

Please return this form to Great Harvest Bread Co.

Eugene 2564 Willamette St Eugene, OR 97405 or fax it to us at 541.345.1340

For Bakery use only

_____ **Confirmation:** We are happy to donate the following _____

Emailed reply on: _____ Retail value of donation: _____

Please arrange to have the donation picked up on _____ after _____

_____ **We're sorry!** We are unable to donate at this time because of prior donation commitments. Please let us know if we can help with another future event.

-Gordo, Jess, & The Great Harvest Team