



Please submit completed request to:
Marketing Department
 PO Box 98
 Genoa, Ohio 43430
 Phone: 419-855-8381
 Fax: 419-855-3091
 E-mail: marketing@genoabank.com

Donation Request Form

GenoaBank is proud of the role that we play to help improve the vitality and quality of life in the communities that we serve. Due to the volume of requests, it is not an easy decision to select donation recipients from among so many worthwhile organizations. To help GenoaBank in considering your request, please complete the following form. We ask that your request be submitted at least two months in advance for proper consideration. Those not providing ample time for consideration may limit their opportunity for support.

Applicant Details

Name of organization			
If a monetary donation is being requested, who should the check be made payable to?			
Contact Name		Contact Phone	
Address			
City	State	Zip	E-mail
What is the organization's primary mission?			
Which cities or counties are served by the organization?			
Who referred you to GenoaBank for a donation?			
Is the organization a 501© (3) non profit agency?		Is this donation tax deductible?	
Is the organization a customer of GenoaBank?		If yes, what relationship(s) do you have with us?	

Request Details

Amount or type of donation requested		Date donation needed by	
Brief description of the request, including how many people are estimated to be helped and how donation will be used:			
Will GenoaBank receive any publicity or recognition?		If so, in what form?	
Are any employees of GenoaBank involved in the effort?			
Has GenoaBank participated in the past?		In what way?	
Is there anything else you would like to include or clarify?			
Signature		Date	

Completion of this form does **NOT** guarantee that GenoaBank will be able to fulfill the request. Only completed donation requests will be considered. Contributions generally will not be made to individuals, for endowment campaigns, general operating budgets of tax supported institutions, denominational groups, political parties and causes, labor or veterans organizations, fraternal orders, or social clubs.



Bank Use Only	Approved by:	Date:	Amount or Donation Approved:	Budget Category:
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