



**PLEASE NOTE:**

1) Preference for all donation requests is given to not-for-profit organizations sponsoring events for the benefit of many. Each week we receive *several* requests for donations for golf tournaments, office parties, customer appreciation events, etc. It is unlikely we will be able to fulfill those requests due to the multitude of weekly donations we make to not-for-profit organizations sponsoring events in our area. We do offer discounted pricing from time to time for these requests.

2) Requests should be submitted two weeks prior to your event.

3) Donations must be picked up at Macon Coca-Cola.

**Donation Request Form**

29674 Kellogg Ave  
Macon, MO 63552  
Phone: 660.385.2111  
Fax: 660.385.3532

Name of Soliciting Agency: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Federal Tax ID#: \_\_\_\_\_

Solicitor's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Relationship to Agency: \_\_\_\_\_

What is the nature of the agency? \_\_\_\_\_

Does the Agency currently do business with Coca-Cola? \_\_\_\_\_

If so, how? \_\_\_\_\_

What type of donation are you requesting? \_\_\_\_\_

Details: \_\_\_\_\_

Approximate number of people to be served: \_\_\_\_\_

Will the donation be sold or given away? \_\_\_\_\_

Date and location of the event? \_\_\_\_\_

Will Macon Coca-Cola be acknowledged as a contributor? \_\_\_\_\_

If so, how? \_\_\_\_\_

Additional Comments: \_\_\_\_\_

Signed: \_\_\_\_\_

**For Internal Use Only:**

Donation Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Donation Denied: \_\_\_\_\_

Date: \_\_\_\_\_

Instructions: \_\_\_\_\_