



CLEVELANDYOGA

## CLEVELAND YOGA DONATION REQUEST FORM

Cleveland Yoga is committed to supporting the community. Because we receive numerous requests for donations and appearances, please follow the guidelines below so that we can review and fulfill your request in a timely manner.

### **ALL REQUESTS MUST BE MADE IN WRITING AND MAILED, EMAILED OR FAXED TO:**

**Cleveland Yoga**  
Attn: Fundraisers  
3355 Richmond Road  
Beachwood, OH 44122  
[marketing@clevelandyoga.com](mailto:marketing@clevelandyoga.com)

P: 216.591.1183

### **ALL REQUESTS MUST BE MADE IN WRITING AND MAILED, EMAILED OR FAXED TO:**

#### **REQUESTS MUST BE MADE AT LEAST 4-6 WEEKS IN ADVANCE OF THE DATE OF YOUR EVENT**

Requests are organized by event date and upon approval, all donations will be filled by the date requested.

**SPECIFIC REQUESTS:** Requests for special appearances, speakers, and participation in community events will be handled through the Cleveland Yoga Marketing Department. Please contact [marketing@clevelandyoga.com](mailto:marketing@clevelandyoga.com).

**YOGA TEACHER REQUESTS:** All requests for a yoga teacher to teach a class at your event should be made by contacting [marketing@clevelandyoga.com](mailto:marketing@clevelandyoga.com)

**DONATION DELIVERY:** Will be mailed to the address provided unless other arrangements are made.

**Please fill out the information on the NEXT PAGE and mail, email or fax at least 4 to 6 weeks in advance of your event date. We will evaluate your request and upon approval will contact you to make arrangements.**



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## ORGANIZATION INFO:

REQUESTING ORGANIZATION

PHONE NUMBER

MAILING ADDRESS

## EVENT INFO:

NAME OF THE EVENT

BRIEF DESCRIPTION OF THE EVENT

WHO IS THE FUNDRAISER FOR

DATE OF THE EVENT

DATE THE DONATION IS NEEDED

HOW WILL THIS DONATION BE USED

(i.e. Silent auction, live auction, door prize, gift bags, raffle, etc.):

WHO WILL BE ATTENDING

HOW MANY ARE EXPECTED TO ATTEND

WHAT IS THE ADMISSION COST

(if applicable)

WHAT IS YOUR GOAL AMOUNT TO RAISE?

HAS THE CLEVELAND YOGA CONTRIBUTED TO THE  
REQUESTING ORGANIZATION IN THE PAST?

IF YES, WHAT AND WHEN?

**ALONG WITH THIS APPLICATION, PLEASE INCLUDE A BRIEF DESCRIPTION OF THE REQUESTING ORGANIZATION (INCLUDING ITS MISSION AND LEADERSHIP).**

## FOR CLEVELAND YOGA OFFICE USE ONLY:

Date Reviewed

Pick Up Date & Contact

Date Reviewed	Pick Up Date & Contact
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