

Donation & Sponsorship Request Form and Application

Redding Bank of Commerce and Sacramento Bank of Commerce, a division of Redding Bank of Commerce is committed to the goal of building and maintaining successful communities we serve in Northern California. We achieve this goal by supporting our community partners through donations and sponsorships. Priority is given to organizations who work to provide access to affordable housing, revitalize and stabilize our neighborhoods, and help strengthen our communities through economic development and local programs providing essential services to improve the quality of life in our communities. Donation and sponsorship requests are reviewed on a weekly basis, but can take up to a month for processing. Requests that are submitted less than 30 days before the event may not be considered.

To make a request for financial contribution, please complete this form and mail or email a copy of your 501(c)3 IRS exemption letter and a completed W-9 along with an event flyer, brochure, or any other documentation to:

Redding Bank of Commerce
 Attn: Donations/Sponsorships
 1951 Churn Creek Rd
 Redding, CA 96002
 communityoutreach@reddingbankofcommerce.com

If you have any questions, please contact Tess Meisinger at (530) 224-7302.

Date: _____ Bank Contact: _____

1. Is it a: Donation Sponsorship
2. Amount Requested: \$ _____ **Deadline for commitment/logo:** _____

3. If the funds will go to a specific event/program, please answer the following (if not, continue to number 4):
 Event/Program Name: _____
 Event/Program Location: _____ Event/Program Date: _____

4. Organizational Information:
 Organization Name: _____
 Federal Tax ID#: _____ County(ies) Served: _____
 Website: _____
 Contact Name: _____ Phone: _____
 Mailing Address: _____ City, State, Zip: _____
 Physical Address (if different from mailing): _____ City, State, Zip: _____
 Email: _____

5. Please provide the Mission Statement and/or purpose of the organization:

6. Organization's area of focus (check all that apply):

- Housing for low-moderate income persons
- Services targeted to low-moderate income persons
- Economic development
- Revitalizing or stabilizing of distressed areas
- Arts
- Education
- Environmental
- Human Services
- Seniors
- Youth
- Other: _____

7. Please provide the following information (check all that apply):

- Organization is a Bank customer
- Funds raised stay in the local community
- Funds raised provide direct services
- The Bank is the exclusive financial institution sponsor
- This is the organization's sole request to the Bank for the calendar year
- Bank employee(s) are active in the organization
 Employee name(s): _____
- Single year funding commitment

8. Please give a summary of services or programs provided:

9. Please describe the targeted population being served:

10. Please provide any other information you believe is important for the Bank to know such as the impact these funds will make in the community:

11. Summarize how your organization collaborates with existing community partners/resources:

For Bank Use Only:

Submitted By: _____ Title: _____

Department: _____ Office: _____

If approved, send check back to employee: Yes No

Reviewed by Regional Manager: _____

Date Received (Marketing Coordinator): _____ Date Submitted for Approval: _____

CRA Qualified: Yes No CRA Review: _____

Approved: _____

COO, CAO, or Marketing Coordinator (up to \$1000)