



P.O. Box 30477 Billings, MT 59107 Office: 406-252-5707 Fax: 406-252-7298

Donation/Sponsorship Request Form

All donation requests must be submitted at least **45 days prior** to event/campaign deadline. All requests submitted will be reviewed and followed up with a response.

Please complete form to the best of your ability and **mail to:** Shipton's Big R
ATTN: Donation Request
P.O. Box 30477
Billings, MT 59107

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ORGANIZATION INFORMATION

Today's Date: _____

Organization Name: _____

Address: _____

Contact Name: _____

Email: _____ Phone: _____

EVENT INFORMATION

Date of Event: _____

Event Name: _____

Event Location: _____

Donation Request: _____

Which Shipton's Big R location are you requesting a donation from: _____

Billings • Lewistown • Hardin • Sheridan, WY
www.shiptonsbigr.com

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OFFICE USE ONLY:

DONATION REQUEST APPROVED: YES NO STAFF INITIALS: _____

OTHER/COMMENTS: _____