



Arcadia Bluffs Golf Club Charitable Donation Request

It is the policy of Arcadia Bluffs Golf Club to review and give fair consideration to all requests from Local organizations and charities. While we strive to approve several requests each year, the demand simply outweighs our ability to provide to all requesting organizations. Priority will be given to those events and organizations which are located in the immediate surrounding areas, with consideration also given to requests within the state of Michigan.

Decisions for all donations will be made on an annual basis in November for the following year. All requests must be submitted by October 31st for consideration. The Community Relations Committee, made up of select members of the Arcadia Bluffs executive team, will review the requests in November and those organizations chosen for a donation will be notified in December.

Request Procedure and Guidelines

1. All requests must be submitted using the Arcadia Bluffs Donation Request Form found on our website. The request must be accompanied by supporting documents regarding the event or requesting organization.
2. Submit the completed request form to TheGolfShop@ArcadiaBluffs.com by the October 31st deadline. Please note DONATION REQUEST in the subject line of the email.
3. The form must be filled out completely for the request to be considered.
4. Organizations or events will not receive donations more than once every three years.
5. Only nonprofit organizations will be considered and must provide proof of tax exemption.
6. Requests that solicit financial support for individuals, political candidates or campaigns, or entities will not be considered.

Organizations that are granted a donation will be contacted by a member of the Community Relations Committee of the decision by December 15th. At that time, the guidelines for using the donation will be provided such as tee time parameters for donated golf, dining donation procedures/reservation availability, etc.

Thank you for considering Arcadia Bluffs Golf Club to support your organization. We wish you the best of success with your charitable fundraising effort.



DONATION REQUEST FORM

Form must be filled out completely for the request to be considered.

ORGANIZATION _____

REQUESTOR NAME _____

MAILING ADDRESS _____

CITY/STATE/ZIP _____

TELEPHONE _____

EMAIL _____

EVENT TITLE _____

EVENT DATE _____

EVENT LOCATION _____

EXPECTED NUMBER OF PARTICIPANTS _____

TAX ID NUMBER _____

HAS YOUR ORGANIZATION RECEIVED A DONATION FROM ARCADIA IN THE PAST? Y / N

DESCRIPTION OF THE EVENT AND DONATION REQUESTED

All requests must be submitted on this form for consideration. It is recommended that the organization attach documents to support the request and donation purpose, such as event advertising or invitation. Arcadia Bluffs is a proud sponsor of LOCAL community events and charities. Please provide proof of tax exemption with Tax ID number.

TO BE COMPLETED BY ARCADIA BLUFFS

APPROVED BY:

CONTACTED BY:

DATE:

DONATION VALUE: