



## *Atent for Rent, Inc.*

### Donation Request

Atent for Rent, Inc. firmly believes in the importance of giving back to the communities in which we operate. We have many clients who are in the non-profit sector and we value the relationships we have with them.

Each year Atent for Rent, Inc. receives numerous requests for donations from great organizations and causes. While we wish we could help out all of them, this is simply not viable. To be fair to all, we ask that you fill out this simple form explaining your donation request. The requests will be reviewed and evaluated by our staff to determine where our donation(s) will best serve the communities and our company.

**Organization/Cause:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Tax ID Number:** \_\_\_\_\_

**Website:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**How long has the organization/cause existed?** \_\_\_\_\_

**Please provide a description of your organization/cause and whom it benefits:**

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**Please list any events your organization/cause hold throughout the year and when they typically occur:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

**Date of Event:** \_\_\_\_\_

**Type of Event:** \_\_\_\_\_

**Location of Event:** \_\_\_\_\_

**Please list other Rental Companies donating to this event and in what capacity they are donating.**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

**In what capacity are you looking for Atent for Rent, Inc. to donate? Please describe.**

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**How will Atent for Rent, Inc.'s donation be recognized?**

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Once completed please return this form via email to [donations@atent4rent.com](mailto:donations@atent4rent.com). Attach any relevant brochures or information on the event you are requesting a donation for to the email. Please note that we must receive it at least thirty days prior to your donation request date. Our staff will contact you if your donation has been approved. **Submitting a donation request form does not guarantee a donation of any kind.**

For questions please feel free to contact us:

Atent for Rent, Inc.  
125 Quabish Road  
Dedham, MA 02026

Phone: 781-326-6360  
Fax: 781-326-1656

[www.atent4rent.com](http://www.atent4rent.com)