

Bank of Botetourt Donation Request Form

Completion of this form is a request only and does not guarantee a donation. (Please review the Donation Guidelines on our website: www.bankofbotetourt.com). In order to be considered, requests must be reviewed a minimum of 30 days prior to the event.

Please type or print:

Organization Name: _____

Tax Exempt # _____ (501c(3) non-profit organization)

Mailing Address: _____

County: _____ City: _____ State: _____ Zip: _____

Phone: (_____) _____ Contact person's name: _____

Type: Sports Oriented Church Youth Group School Other

Event Date/Time: _____ / _____ Location: _____

Event Description—please specify: (who will benefit, the cause, etc.) _____

Items to be used for: Live Auction Door Prize Raffle Other

Please make arrangements to pick up item(s) on Tuesdays at the Trouville Office located at 5462 Lee Highway, Troutville, VA 24175 between 9:00 AM – 5:00 PM

Bank of Botetourt customer: Yes No

If you have met the required criteria outlined in our Donation Guidelines, you may submit your written request on your organization's letterhead along with this form and mail to:

Bank of Botetourt
PO Box 615
Troutville, VA 24175

FOR OFFICE USE ONLY:

Received by: _____	Date: _____
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