



680 Westchester Road, Strathmore, Alberta, T1P 1J1

## Town of Strathmore

### Gift Request Form

Please use this form to request a Gift donation from the Town of Strathmore. This form is not acceptable for cash, facility or in-kind services requests.

Gift Requests are accepted year round. It is recommend you submit the request 30 days prior to your event to ensure the approval process is complete.

*Correspondence will be made to the person in your group assigned as primary contact	EVENT/PROJECT NAME	⇒	
	EVENT/PROJECT DATE	⇒	
	PRIMARY CONTACT	⇒	
	MAILING ADDRESS	⇒	
	TELEPHONE	⇒	
	EMAIL	⇒	
Description of event/project (Include location)	⇒		
What is the gift being used for?	⇒	Number of Items required for gift bags or give aways:	
Are you requesting recreation passes?	⇒	Yes	If yes, which recreational pass?
		No	How many?
Target audience and expected attendance	⇒		

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date