



Sponsorship / Donation Request Checklist

Please include the following information with your request to help us review it quickly.

Please Include:

- Written request explaining the organization and request
- W-9 form for the organization
- Event name and date(s), if applicable
- Dollar amount requested
- Who payment should be made payable to
- Organization contact name
- Organization contact information

Organization Type:

- School
- Church
- Nonprofit
- Community Organization
- Sports Team / League
- Other: _____

Type of Request:

- Community event
- Sports sponsorship
- Monetary donation
- School or youth program
- Fundraiser
- Other: _____

Promotional Opportunities (if applicable):

- Event signage / banner
- Printed program listing
- None
- Social media recognition
- Booth or table at event
- Other: _____

Additional Information:

- Our organization banks with First Harrison Bank
- Someone at First Harrison Bank is involved with our organization

If yes, please list their name(s): _____