



PIONEER • BIG CHIEF
MICHIGAN SUGAR

DONATIONS AND CONTRIBUTIONS GUIDELINES

GENERAL CRITERIA

Michigan Sugar Company (MSC) may choose to provide cash contributions, promotional items or Michigan Sugar products for door prizes based on the contribution request. Due to the current economic conditions, MSC may choose to give a higher priority to charitable organizations who benefit individuals in need. Individuals or organizations who have received support in the past and are seeking additional funding must reapply each year.

Contributions will be made only to organizations qualified to receive tax-deductible gifts according to current tax regulations.

MICHIGAN SUGAR COMPANY WILL CONSIDER SUPPORTING GROUPS OR ORGANIZATIONS THAT:

- are efficiently managed
- have clearly defined goals, objectives and results
- are engaged in activities that meet a public need or provide a service that improves the quality of life
- benefits a broad-based group
- receive multiple sources of support

EXCLUSIONS

We do not:

- provide ongoing funding or operational support
- provide charitable contributions for political events
- provide grants to individuals
- support for-profit organizations
- fund advertising
- support health-related research or services

AREAS ELIGIBLE FOR DONATIONS OR CONTRIBUTIONS ARE:

Arenac, Bay, Clinton, Genesee, Gladwin, Gratiot, Huron, Ionia, Iosco, Isabella, Lapeer, Midland, Montcalm, Ogemaw, Saginaw, Sanilac, Shiawassee, St. Clair and Tuscola, Kent, Ontario and Lambton, Ontario

Options available to request a donation or contribution –

1. Complete an **application** form from website
2. Visit one of our offices located in Bay City, Carrollton, Caro, Croswell or Sebawaing for an application form
3. Write to: **Donations or Contributions Application, 122 Uptown Drive, Suite 300, Bay City, MI 48708.**



DONATION APPLICATION

Please be sure to fill in all of the information. Incomplete forms will not be accepted.
[Please print or type application]

Date: _____

Non-Profit Organization Name: _____

Your Organization Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Name: _____ Title: _____

Phone Number: () _____ Cell Number: () _____

Email Address: _____

Please print clearly

List any contributions received from Michigan Sugar Company in the past five years:

List any Michigan Sugar Company employees or growers affiliated with your organization:

Please describe the event you are hosting:

What are you doing to raise money for this organization?: *(i.e. bake sale, benefit dinner)*

Describe the need for this fundraiser: *(i.e. new roof, uniforms, youth or senior aid)*

How many individuals will benefit from this project?

If you receive Sugar – what are you using it for? *(making product to sell, door prize, cotton candy)*

If you receive a promotional item – how will it be used? *(silent auction, door prize, etc...)*



PRODUCT REQUEST

<u>Sugar Type:</u>	<u>Package Sizes Available:</u>	<u>How many pounds?</u>
White Granulated Sugar	4/10 lb. bags = 40 lbs.	
	8/5 lb. bags = 40 lbs.	
	10/2 lb. bags = 20 lbs.	
	12/20 oz. canisters = 15 lbs.	
	Sugar Packets = 13 lbs.	
Golden Light Brown Sugar	12/2 lb. bags = 24 lbs.	
Confectioners Powdered Sugar	12/2 lb. bags = 24 lbs.	

Requested Location for Pickup:

Bay City Caro Crosswell Sebewaing

Please circle which location, otherwise one will be assigned.

*Date needed: _____ (mm/dd/yy)

***Product will only be held for 10 days after the requested “date needed” date given above. After that you will have to re-apply for another donation request.**

PROMOTIONAL ITEM REQUEST

Item Requested: _____

Date needed: _____ (mm/dd/yy)

Promotional items are available for pickup at the Bay City Corporate Office only

FUNDING INFORMATION

This section addresses the following points as related to the project requesting funds.

Total project costs: _____

Amount requested from Michigan Sugar Company: _____

Funding period: Beginning Date: _____ Ending Date: _____

Organization’s Federal Tax ID number: (required for all cash donations) _____

Send all requests to:

**MICHIGAN SUGAR COMPANY
DONATIONS AND CONTRIBUTIONS REQUEST
122 UPTOWN DRIVE, SUITE 300
BAY CITY, MI 48708
FAX: 989-671-3719**

All applications will be reviewed and parties will be contacted within 15 working days of receipt.