

Donations at the Event: Please ask anyone wanting to donate to New Hope Midcoast at an event to make checks payable to New Hope Midcoast and either give these to a staff or mail to the address under “Receipt of Donation” below.

Receipt of Donation: Please submit all event donations within two weeks of the event. Checks are payable to New Hope Midcoast and should be mailed to **P.O. Box A, Rockland, ME 04841.**

Event Cancellation: Please let us know in advance of any stipulations regarding cancellation of the event. For example, “X number of tickets must be presold by January 15th or the event will be cancelled.” Please also let us know if you reschedule events.

Use of Media: New Hope Midcoast requests that the use of media, including printed, audio, video and electronic, announcing or advertising an event, be coordinated with the Development Director and adhere to name and logo use guidelines cited above.

Confidentiality: New Hope Midcoast values highly the privacy of our clients and seeks to empower them through respect. Thus, the use of name and/or stories of individuals associated with New Hope Midcoast, is not permitted, unless explicit consent has been granted.

Thank you so much for your generosity. We are always excited to collaborate with others!

My printed name and signatures below indicate that I agree to all information pertaining to confidentiality, liability insurance, logo and name usage, media, and payment information stated above.

Donation Type:

Event Cancellation Information:

_____	_____	_____
Name of Business	Printed Name AND Signature	Date

Once complete, please mail or email to:

New Hope Midcoast,

Att.: Development Director, P.O. Box A, Rockland, Maine 04841

developmentdirector@newhopemidcoast.org

For more information, please call 691-5969

Thank you for your interest in our organization!