



## Charitable Donation Request

Oak Knoll is committed to supporting organizations in our local community. We donate to causes that fit our Mission of Charitable Contributions and set aside a fixed amount of wine and VIP Tour Certificates annually to support these causes. If your request for donation meets our criteria, we ask that you submit an application using the form provided.

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### *Our Mission of Charitable Contributions*

Oak Knoll Winery has chosen to support a number of causes that are near and dear to our hearts. Oak Knoll donates to a range of charitable organizations, but the focus is our dedication toward causes of promoting and supporting the needs of **children**, **cancer** research, awareness, and patient support and improving our **local community**.

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#### **Guidelines for charitable contribution:**

- Oak Knoll is only able to donate to non-profit 501(c)3 organizations.
- Preference will be given to the organizations which closely fit our charitable mission.
- Requests for door prizes for parties, class reunions and other types of events will not be granted.
- Oak Knoll will not deliver donated items. Items must be picked up at the winery tasting room or arrange for shipping you're your cost.
- We do not have items to contribute to schools' drug and alcohol-free parties.

In the event that we are unable to grant your request, or if your organization does not meet our guidelines, we invite you to submit a request for special pricing for 501(c)3 organizations.



## CHARITABLE CONTRIBUTION REQUEST FORM

Please provide the information below and return to either:  
Oak Knoll Winery 29700 SW Burkhalter Rd., Hillsboro, OR 97123  
or fax to the completed form to 503.648.3377 or email to [info@oakknollwinery.com](mailto:info@oakknollwinery.com)

Date:

Name of Organization:

503(c)3 nonprofit number:

Contact person – name, address, email, phone:

Date of the Event:

Name of the Event:

Description of the event, including the name of the benefactor:

What type of donation are you requesting? (i.e. wine, Tour, etc.)

If we are unable to grant a full donation, we may be able to offer our products and services. Do you have a budget allocated for such expenses?

Deadline for our commitment to donate? *(Please note: It may take up to 45 days, from the date we receive this form, for us to respond to your request.)*:

If we choose to donate, who will pick up your donation from us, and when?

What promotional opportunities are you offering in return for our contribution? *(i.e. Program listing, website presence, signage etc.)*

Please describe the ways in which you feel the benefiting organization supports Oak Knoll's Mission of Charitable Contributions: