



Donation Request Form

Recognizing the Community Reinvestment Act, Four Corners Community Bank (FCCB) has vowed to be an integral part of the community, as well as support various organizations and entities within the counties it serves through monetary donations and sponsorship opportunities. This form must be completed in its entirety for your request to be considered. You may email the completed form to justin.meek@thebankforme.com or mail it to:

Four Corners Community Bank
Attn: Justin Meek
500 West Main Street
Farmington, NM 87401

FCCB receives hundreds of requests for donation and sponsorships each year. Not every request can be granted. A designated committee reviews each request based on the information provided while maximizing the opportunity for the bank. Please refer to the request deadlines on the following page; if your request is not received within the specified timeframe, it cannot be considered. Please direct any questions to justin.meek@thebankforme.com.

Today's date: _____ Amount requested: _____

Name of organization: _____ Event date: _____

Phone number: _____ Organization website: _____

Person representing organization: _____ Email: _____

Non-profit? Yes No

If the requesting organization is a 501-C3, please provide a copy of supporting documentation.

Type of entity: _____

Please select the category that best fits your event or purpose:

Community sports or team

Health and wellness

Education

Community festival

Other (describe): _____

Purpose of funds:

Who benefits from this event/donation?



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Do you or does your organization have a banking relationship with FCCB?

Yes No Other (please explain): _____

If yes, please provide the name on the account: _____

Is this an annual or one-time event?

Annual One-time Other (please explain):

How will the requested donation benefit the community:

How will Four Corners Community Bank be recognized for its contribution and partnering with your organization? Will its logo be included in any print or promotional material, or mentioned in other advertising media?

If your donation request is granted, Four Corners Community Bank requests proof that the donated funds were used for the intended purpose; this may be in the form of its logo on printed material, photos of the event, or other promotional media samples used in conjunction with the event. This must be submitted within two weeks following the event.

Request submission deadlines

Because FCCB's committee meets to consider donation requests, it cannot consider requests that are received less than two weeks prior to the event, as specified below:

- **December 15** (for event taking place January 1-March 31)
- **March 15** (for event taking place April 1-June 30)
- **June 15** (for event taking place July 1-September 30)
- **September 15** (for event taking place October 1-December 31)