



## CHARITABLE CONTRIBUTION RECIPIENT APPLICATION

All of the following information is required in order for RVCC to consider your request.

Organization Name: \_\_\_\_\_ Date \_\_\_\_\_

Organization's Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address \_\_\_\_\_

Please make sure your request includes the following information:

- A description of your organization, including its mission and major accomplishments
- A copy of the letter from the IRS stating your organization's 501(c)(3) status

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How will funds received from RVCC be used by your organization? \_\_\_\_\_

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Percentage of the RVCC contribution applied to administrative/overhead expense? \_\_\_\_\_%

To whom should the check be made payable? \_\_\_\_\_

Signature of Organization's Officer: \_\_\_\_\_

RVCC Representative (if applicable): \_\_\_\_\_ Date \_\_\_\_\_

## CHARITABLE CONTRIBUTION POLICY

Rogue Valley Classic Cruisers (RVCC) is committed to supporting organizations with focus primarily on the children and youth of the immediate area of Josephine County (Grants Pass, Illinois Valley, Merlin, Hugo) and the City of Rogue River.

All parties requesting financial support from RVCC must complete a Charitable Contribution Request form. The completed form should fully explain the nature of the contribution being sought and include all requested documentation. Pamphlets, fliers or other information about your organization can also be included. The Charitable Contribution Request form is available on the club's website ([www.roguevalleyclassiccruisers.com](http://www.roguevalleyclassiccruisers.com)). All required documentation should be submitted to RVCC following the directions provided below:

### Contribution Policy

- Organization must be a local 501(c)(3) non-profit.
- Requests should be submitted by July 22<sup>nd</sup>.
- Complete requests include a description of the organization, its mission and major accomplishments.
- Non-profits should submit their tax exempt letters from the IRS with their contribution requests.
- Completed requests will be reviewed and recommendations presented to the general membership of RVCC for approval at the August club meeting. Applicants will be notified in writing of the results.
- Incomplete requests may not be considered.

RVCC does not make charitable donations to for-profit organizations.

**Completed Charitable Contribution Request applications and supporting documentation may be submitted by mail to:**

RVCC  
Attn: Charitable Donation Committee  
PO Box 5241  
Grants Pass, OR 97527

Please direct any questions regarding RVCC's Charitable Contribution Policy to \_\_\_\_\_  
or email \_\_\_\_\_.