

## DONATION POLICY

### **Donations**

Thank you for your interest in our donation program. Harbor Pacific is a local, family-owned company servicing Grays Harbor and Pacific Counties. We appreciate the support our community provides us and are committed to giving back to it. We receive many requests for donations each year. Unfortunately, we must limit the number of causes, events and organizations to which we contribute.

To ensure your request reaches the appropriate department in a timely and efficient manner please complete and submit Donation Request Form 30 days prior to the date of the event for Harbor Pacific to consider request. Decisions on whether to donate or not are made at the sole discretion of Harbor Pacific management.

#### **Product Donations**

Donations are typically defined as requests for complimentary or free of charge product supporting civic and/or community functions and organizations such as community non-profits and schools. Donations make up the vast majority of our philanthropic efforts each year. We contribute product to many local charitable organizations, recreational activities and civic functions such as Relay for Life and Showcase Grays Harbor.

## Sponsorship & Financial Donations:

Harbor Pacific does not typically offer financial donations. However, if you feel you have a project we may make an exception for, please contact us via email at donations@harborpacific.us.

Thank you for contacting Harbor Pacific for your donation and remember us when you're at your local store!



# DONATION REQUEST FORM

Today's Date:		Contact:		
Event Title:		Email:		
Date of Event:		Pick Up Date:		
Organization:		Phone:		
Address:		Event Description:		
Request:				
Donations are to be picked up Fridays after 2:00 PM. Please submit form to donations@harborpacific.us or fax to 360-482-4845				
For Harbor Pacific use: Date:				
Approval:	Yes		No	
Reviewed by:				
Donation:				