



### METCALFE'S SPONSORSHIP REQUEST FORM

We strive to give back to our community in meaningful ways and are committed to supporting a wide variety of local organizations that best reflect the values of our company:

- Neighborhood Enhancement
- Environmental & Economic Sustainability
- Hunger Reduction
- Youth Development & Education
- Healthy Living
- Cultural Enrichment

Due to the hundreds of requests we receive, we regret that we are unable to grant every request; however, know that we will do our best to accommodate your request. Past support of an organization is not a guarantee of future support. **All requests must be received thirty days prior to the event date.**

TODAY'S DATE: \_\_\_\_\_ EVENT DATE: \_\_\_\_\_

ORGANIZATION NAME: \_\_\_\_\_

ORGANIZATION WEBSITE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

ORGANIZATION MISSION STATEMENT: \_\_\_\_\_

\_\_\_\_\_

EVENT NAME: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ CONTACT PHONE: \_\_\_\_\_

CONTACT EMAIL: \_\_\_\_\_

DESCRIPTION OF EVENT (Please include event location, and expected attendance):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

WHAT ARE YOU REQUESTING: \_\_\_\_\_ Sponsorship Amount

HOW WILL METCALFE'S BE ACKNOWLEDGED (Please include deadline(s) for marketing material): \_\_\_\_\_

\_\_\_\_\_

Please submit the form along with any relevant literature about your organization to: **Jeff Schroeter, Community Giving Manager, Metcalfe's Market, 726 N Midvale Blvd, Madison, WI 53705 or [Jeff.s@shopmetcalfes.com](mailto:Jeff.s@shopmetcalfes.com).** Please allow 4 weeks for a response; no phone calls, please.

