

Wiggles, Wags, & Whiskers, LLC

Charitable Donation Guidelines

Who Is Eligible:

Wiggles, Wags, & Whiskers makes donations to non-profit registered organizations whose primary focus is finding dogs and cats permanent loving homes. Other non-profit organizations may apply. However due to high demand, donations are limited and rescue and adoption groups will be given first priority.

Donations:

Wiggles, Wags, & Whiskers, LLC is proud to be able to donate thousands of dollars of merchandise and money to HUNDREDS of non-profit animal adoption groups last year. Donations will be selected by Wiggles, Wags, & Whiskers and will have a retail value of \$30 or greater.

Receipt and Brochures:

The donation will be shipped with a receipt and brochures. Please set the brochures out next to the item when it is displayed. If you would please retain any left over brochures and use them in you adoption packets, it would be greatly appreciated. Please fill out the donation receipt and promptly mail it in the self-addressed stamped envelope provided.

Submitting Your Request

Groups may request up to 1 donation per calendar year. Donation requests must be mailed to Wiggles, Wags, & Whiskers and should include the following information. Please note, incomplete requests will not be filled.

- A completed application
- A copy of your organizations Federal 501C3 letter from the IRS stating your nonprofit status
- A \$4.60 US Priority Mail postage stamp.

Requests should be submitted a minimum of 4 weeks prior to the requested event.

Mail your request to:

Wiggles, Wags, & Whiskers, LLC
Charitable Donations
1250 Souter Drive
Troy, MI 48083

Postage Stamp

Due to the high volume of requests, combined with the cost of postage, we were informed by our CPA that we had to somehow scale back the overall dollar value of donated merchandise. Rather than turning down non-profit groups needing donations, we decided to ask each group to help supplement the cost of shipping. Effective May 1, 2005, groups submitting a donation application will be asked to include a \$4.80 postage stamp to cover the shipping costs of their donation. Donation requests and questions may be forwarded to:

Karin at Karin@wiggleswagswhiskers.com or by calling (248) 307-9292.

Thank you for working with Wiggles, Wags, & Whiskers' fundraising program. If you need any further assistance do not hesitate to call. I hope your fundraising is a success!

Sincerely,

Jessica Brezinski
Wiggles, Wags, & Whiskers
(866) 944-9247 or
(248)307-9292

Charitable Donation Application

INFORMATION ABOUT REQUESTING ORGANIZATION

Organization Name: _____
(Legal name as it appears on the 501C3 letter)

Street Address: _____
(Please use the address that the organization has mail sent to.)

City: _____ **State:** _____ **Zip:** _____

IRS Tax Identification Number: _____
(Please do not use the state tax number)

Organization Phone Number: _____

Website: _____

CONTACT AND SHIPPING INFORMATION

Contact Name: _____
(Person who is submitting request)

Street Address: _____
(Please use the address that the donation is to be sent to.)

City: _____ **State:** _____ **Zip:** _____

Phone Number: _____

Email Address: _____

DONATION REQUEST INFORMATION

Date of Event: _____ **Date Donation is Required:** _____

Reason for Request: _____

Would you prefer a
 Gift Certificate or Merchandise