



Dear Donation seekers:

We ask that you look over the following criteria before submitting your request.

1. Requests by phone are not accepted.
2. Location – Your organization or event should be in the Bob and Steve’s BP Amoco service area.
3. The recipient must be a 501c3 nonprofit organization. A copy of the 501c3 letter from the IRS must accompany the application. This letter comes from the Treasury Dept. and is different from a state tax exempt form.
4. The application must be received at least 4 to 5 weeks before the event date in order to be considered.
All applications are reviewed on a first come-first serve basis. We will respond only to requests that have been approved by us.
5. Because the Donations Budget is limited, early submission of your application is recommended.

Due to the volume of requests we receive, we are not able to respond to all requests.

We do not donate to individuals, individuals seeking pledges, multiple requests from the same organization or organizations and/or causes. Each approved organization is restricted to one donation per year from any and all Bob and Steve’s BP Amoco / Lumberjack Liquor locations. Past support of an organization or an event is not a guarantee of future support. Although we would like to support every worthwhile cause, due to the volume of applications, it is not possible for Bob and Steve’s BP Amoco to fulfill every request. Thank you for your interest in our philanthropic effort.

REQUESTS WITHOUT A 501C3 LETTER FROM THE TREASURY WILL NOT BE CONSIDERED.

- BOB AND STEVE’S BP AMOCO DONATION REQUEST FORM -

Your complete application must be received at least 4 to 5 weeks in advance of your event date in order to be considered. Please read all guidelines on this application before submission.

Today’s Date: _____ Event Date: _____
Organization: _____ *501C3 # _____
Address: _____
Contact: _____ Title: _____
Phone: _____ Alternate Phone: _____
Email: _____ Fax: _____
Description of Event: _____

How many people will be attending this event? _____

How will Bob and Steve’s BP Amoco be acknowledged for this event? _____

Requested amount: \$ _____

Describe your request: _____

Mail your completed request with copy of your 501c3 form to:

Donation Request
Bob and Steve’s BP Amoco
1501 9th Street
Menomonie WI 54751