

The
WICKANINNISH INN
Tofino, Canada

WICKANINNISH INN COMMUNITY DONATION PROGRAM

Thank you for thinking of the Wickaninnish Inn to participate in your fundraising event. The Inn is proud to support charitable organizations in our community and BC area each year. Please read the following eligibility information below before submitting your request form and letter.

DONATION ELIGIBILITY

- The Inn supports fundraising events which benefit and promote education, the arts, health and environmental not for profit organizations mainly within British Columbia.
- The Inn provides in-kind donations for silent or live auction fundraising events for specific organizations rather than direct financial support or to events which benefit a specific family or individual. Donations for raffles and door prizes are not available.
- Requests will be considered for an eligible group that is not already the recipient of a donation from the Inn. We often receive requests from multiple events which benefit one organization. We prefer to provide donations directly to the benefiting charity. If you are holding an event as part of a run or walk (such as the Relay for Life etc), it is unlikely we will be able to accommodate your request as we already donate directly to the charity you are fundraising for.
- Requests must be submitted at least **8 weeks** prior to the event to allow enough time for your request to be properly reviewed, considered and processed.
- Due to the high number of requests we receive, we unfortunately are unable to contribute to all. Only those organizations that have been selected will be contacted and a certificate along with a letter outlining the donation details including the donation value and validity period of the certificate will be mailed.

DONATION REQUEST FORM

Please fill out the attached form and **email both the form and a formal donation request letter** on your organization's letter head to **communitydonations@wickinn.com** or print and fax to 250.725.3129 attention Kari-Anne.



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Charity/Organization Name: _____

Mailing Address: _____

Telephone #: _____ Website: _____

General Email: _____ Charitable Registration Number: _____

Contact Name: _____ Contact Telephone #: _____

Contact Email: _____ Position within Organization: _____

Event Name: _____

Location of Event: _____ Event Date: _____

Expected Number of Attendees: _____ Is this an annual event: _____

How Many attended the event Last Year: _____ How many years has the event taken place: _____

Cost to attend the event: _____ Fundraising Goal: _____

Can you provide any demographic information relating to the attendees of your event:

Please describe the organization, including objectives, accomplishments and the impact our donation will make:

Osprey Lane at Chesterman Beach, P.O. Box 250, Tofino, British Columbia V0R 2Z0
email info@wickinn.com or visit www.wickinn.com

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How would our donation be used: silent auction live auction other _____

Is the event organized by volunteers or a planner outside of the organization: _____

What percentage of the event funds raised goes directly to the organization: _____

How will the money raised benefit the community:

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Please describe the exposure the Wickaninnish Inn will receive for participating in your event. Please identify where and how the donators will be promoted (Including logo, web link, media coverage, still or video presentation at the event and sponsor list etc):



tel: 250.725.3100

fax: 250.725.3129