

Donation Request Form



Tulsa Hills Wine Cellar and Tulsa Hills Cigar Cellar & Market strive to make a difference in the community we serve. To be considered for a donation, please note the following requirements:

1. Donation recipient must be a 501(c)3 organization and attach a copy of their form 990 or IRS Letter that includes their EIN number.
2. Donation recipient/ event must be located in Oklahoma
3. There must be a minimum of 45 days notice for all requests.
4. Donation recipient must be 21 years or older

Donation Request

1. Name of your organization: _____
2. EIN Number: _____
3. Website: _____
4. Contact Person: Name: _____ Title: _____
Email: _____ Phone Number: _____
Address: _____
5. Organization's cause: _____
6. What would you like us to donate (wine, gift basket, cigars, etc.)? _____
7. Describe how the donation will be used (live auction, silent auction, "pull", patron event, at the event, etc?)

8. Will all donations be kept in a temperature controlled environment and cigars kept in a humidor? _____
If no, can you arrange for pick-up the day of your event? _____
9. Name of Event for donation and location/address: _____

10. Event Date: _____
11. How many people will be attending approximately? _____
12. What is the fundraising goal for your event? _____
13. Will we receive social media recognition with tagging/linking for this donation? _____
14. Will we receive logo marketing with this donation (placement in program, signage, etc.)? _____
15. Have we donated to your organization in the past? _____
16. Are you a customer of Tulsa Hills Wine Cellar or Tulsa Hills Cigar Cellar & Market? If so, which store and how often do you visit our store? _____

Please send this donation request and Form 990 or IRS letter via email to: tulsa Hillswinecellar@gmail.com or drop off at our store: 7422 S Olympia Ave., Tulsa OK 74132. At Tulsa Hills Wine Cellar and Tulsa Hills Cigar Cellar & Market, we are committed to giving back to our community and we look forward to working with you on your next event!