

**Davidson County Community College  
Request for Recognized Student Organizations to Solicit  
Donations**

Student clubs and organizations desiring to contact businesses about donating items for club projects must complete this form to receive approval. Please attach a copy of the organization's donation letter if applicable.

**Name of Student Organization:** \_\_\_\_\_

**Advisor:** \_\_\_\_\_

**Date of Request:** \_\_\_\_\_

**Reason for Request:** \_\_\_\_\_

\_\_\_\_\_

**Name (s) of Business or Corporation Soliciting Items:**

\_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Has student organization solicited donations previously from the above company?**

**Advisor  
Signature:** \_\_\_\_\_

**President  
Signature:** \_\_\_\_\_

*For College Approval Only*

**Approved** \_\_\_\_\_

**Disapproved** \_\_\_\_\_

**If Not Approved Reason(s):**

**Executive Director, External Affairs /Foundation**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Vice President, Student Services**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Director, Student Life & Leadership**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_