

Elks Lodge #1091 Gambling Donation Request Process

Elks Lodge Gambling accepts requests to make monetary donations to Rochester community area non-profit organizations with a 501(c)3 Tax ID.

Donation request instructions and request form are available by the Elks Dues box in the Lodge entryway or on the Elks Lodge #1091 website: <https://www.rochestereelks.org/>.

To make a request for a donation, complete the donation request form including all required information (see below). The request form and attachments can be dropped off in the lodge entryway by the Lodge Dues box or hand-delivered to a member of the Gambling Committee. Emails requests will also be accepted and can be emailed to a member of the Gambling Committee: Ray Watson (raywatson5063@yahoo.com) or Steven Hanson (slhanson@charter.net), Cheryl Watson (watson.cheryl@mayo.edu).

The donation request must include:

- Donation request date
- Donation request amount
- Donation due date to non-profit Organization
- Requester's Name, phone number, and email address
- Organization's letterhead with logo or non-profit brochure/pamphlet
- Organization's legal Name and address
- Organization's primary contact Name, phone number and/or email address
- 501(c)3 Tax ID number
- Purpose of Donation

The Gambling Committee will review all requests and approved requests will be forwarded to the Elks Board of Directors for review and approval.

The Gambling Manager, Gambling Manager Assistant or Gambling Manager Committee will bring the request to the Lodge members meeting for final vote and approval.

The Gambling Committee will notify the requester when/if the donation request is approved and will schedule donation processing with Gambling Manager Assistant.



Elks Lodge #1091 Gambling Donation Request Form

Donation Request Date:	
Donation Request Amount:	
Donation Due Date to Organization below:	
Elk Member Name making Request on behalf of Organization (contact for questions):	
Elk Member Phone number:	
Elk Member Email address:	
Organization's letterhead with logo or non-profit brochure/pamphlet (attach to completed Donation Request form)	
Organization Legal Name:	
Organization Address:	
Organization Primary Contact Name:	
Organization Primary Contact Phone Number:	
Organization Primary Contact Email Address:	
Organization 501(c)3 Tax ID Number	
Purpose of Donation:	
Date approved by Gambling Committee:	
Date approved by Board:	
Date approved by Lodge Members:	