

Donation Request

Kakao Chocolate is pleased to consider your request for a donation. Kakao Chocolate is proud to support a variety of local, regional and national not-for-profit organizations. Since 2009 we have been able to contribute to more than 500 groups. Please keep in mind that while each request is reviewed carefully, we regret that we are unable to accommodate or even respond to all organizations that merit our assistance.

So, let's begin. Is your organization eligible?

We need you to provide the following:

An official letter requesting your donation.

Your Missouri Tax ID number for the non-profit (501 c3) organization

Tell us:

Event type: \_\_\_\_\_

How can we contact you?

Name: \_\_\_\_\_ E-mail: \_\_\_\_\_

Phone: \_\_\_\_\_

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

Your event date: \_\_\_\_\_

How many people are you expecting to attend? \_\_\_\_\_

May we add you to our mailing list? \_\_\_\_\_

All requests **must be dropped off in person** at either Kakao location:

Kakao Maplewood.  
7272 Manchester Road  
Maplewood, MO 6314  
Mon-Sat 10a-7p, Sun noon-5p

Kakao Clayton  
7700 Forsyth  
Clayton, MO 63105  
Mon-Fri 10a-7p, Sat ad Sun noon-5p

Please download this form and bring it in or pick one up at the shop.

Requests must be made 4 weeks prior to event.

If we are able to donate we will be in touch with you with in 2 weeks of your submission. If selected the certificate will be available for pick up at Maplewood.

If you do not hear from us, please do not call the shops but know that we wish you well in your endeavors!

Please keep us in mind for your next event!

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Date rec: \_\_\_\_\_ DO: \_\_\_\_\_ S: \_\_\_\_\_ B: \_\_\_\_\_ Rec. by: \_\_\_\_\_

