



**REY COLÓN**  
ALDERMAN  
35<sup>TH</sup> WARD

•

**SERVICE OFFICE**

2710 N. SAWYER  
CHICAGO, IL 60647  
(773) 365-3535  
(773) 365-7391 (FAX)  
[www.reycolon.org](http://www.reycolon.org)

•

**CITY OF CHICAGO**  
**CITY COUNCIL**

CITY HALL, ROOM 204  
121 N. LASALLE STREET  
CHICAGO, IL 60602

Dear Sir or Madam:

Thank you for contacting us about your donation request. Every month we receive numerous requests but lack the required funding to fulfill them all. As a result, we find it necessary to focus our contributions to causes that benefit 35<sup>th</sup> Ward organizations and residents.

Enclosed is a donation request application. Please complete the enclosed forms and return them to our office. Only organizations that meet all the requirements will be considered as a potential recipient. Due to the high volume of donation requests, please allow a minimum of 30-45 days for a response.

I congratulate you on your commitment to helping others. We will review your application and provide you with a response.

Best regards,

Rey Colón  
Alderman, 35<sup>th</sup> Ward

### 35<sup>th</sup> WARD DONATION APPLICATION

*Please submit the completed application 30-45 days prior to your event or fundraiser.*

Name of Organization:						Today's Date	
Address:		City:		State:		Zip:	
Phone No.			Fax No.				
Website:							
Contact Person:				Phone No.			
Email:							

Community groups, which show real commitment and drive to help themselves achieve their goals are likely to receive favorable consideration. *Due to limited funds, our office can only provide organizations one donation per year.*

My organization has 501 c3 status and is in good standing. Yes  No  Tax Exempt No. \_\_\_\_

Describe your organization's goals, mission and service area.

Explain the reason/s for your donation request and how your organization will benefit 35 <sup>th</sup> Ward organizations or residents. If applicable, include the event date, time, location and theme.

Has your organization received a donation from our office in the last calendar year? If yes, indicate which event the donation benefited.