



Oregon Trail Electric Cooperative

Work-in-Kind and Charitable Contribution Request

Remit to: Oregon Trail Electric Cooperative, Communications and Government Affairs, PO Box 226, Baker City, OR 97814

Please allow a minimum of 2-3 weeks for processing

Organization name _____

Address of principal office _____

Email _____ Phone _____

Person making contact/request _____

Executive Director or Board President _____

Incorporated as a non-profit organization and which type _____

Date and place of incorporation _____

Requests made of Oregon Trail Electric Cooperative will be considered on the following criteria:

1. Please describe the need (i.e., personnel/equipment, number of hours, monetary request) _____

2. Date of event? _____ 3. Where will the event take place? _____
4. How long has this event/organization been operating? _____
5. Is this an annual event or fundraiser? Yes No 6. What is the total fundraising goal? _____
7. Will OTEC be acknowledged as a sponsor of the event? Yes No
8. Please describe how this will benefit Oregon Trail Electric Cooperative Members: _____

9. Please describe how the funds will be used: _____

10. Deadline for receipt of funds _____

Form prepared by _____

Signature _____ Date _____

Oregon Trail Electric Cooperative reserves the right to deny any request without stating its reasons for denial.

FOR OFFICE USE ONLY

Approved	Amount	Denied	Date	Approved by
	Do not mail	Return check to		

Name & Address of Payee _____