

Sponsorship/Donation Request Form

ORGANIZATION		CONTACT PERSON		DATE	
TELEPHONE		EMAIL			
WEBSITE			MAILING ADDRESS		
TAX ID# / 501(c)(3) (Attach copy of certificate.)					
AMOUNT OR TYPE OF ASSISTANCE REQUESTING					
BRIEF DESCRIPTION (Include name of event, dates, times, and locations. Attach supporting documentation.)					
Will you be able to provide acknowledgment letter along with photo(s) of event? <input type="checkbox"/> No <input type="checkbox"/> Yes					
Have you requested sponsorship/donation from Lexus in the past? <input type="checkbox"/> No <input type="checkbox"/> Yes					
Will there be other automobile dealership sponsors? <input type="checkbox"/> No <input type="checkbox"/> Yes (If yes, please list them.)					
What type(s) of exposure will Lexus of Las Vegas receive? (Check all that apply.) <input type="checkbox"/> Program listing <input type="checkbox"/> Logo placement <input type="checkbox"/> Internet <input type="checkbox"/> Media <input type="checkbox"/> Other (Please explain.)			<p style="text-align: center; margin: 0;">FOR LLV OFFICE USE ONLY</p> CR _____ CD _____ Pick up (date & time) _____ Received photo(s) _____ and letter _____ Supporting documentation _____ Artwork to _____ Request is _____ on _____ by _____		

LEXUS OF LAS VEGAS PROCESS POLICY

Lexus of Las Vegas supports a variety of charities and organizations throughout the community. While we appreciate every worthwhile cause, we cannot offer support to all requests received. At times, we must decline participation in a great program or event because we have already committed our budget.

By completing this sponsorship/donation form, you help us process your request more efficiently and fairly, thus making the most of our charitable opportunities.

We offer the following tips to you:

- Submit requests at least 6 weeks prior to event date
- Incomplete forms not considered
- **Email, fax, or snail mail** completed forms; telephone requests not accepted

SD Request c/o Elaine Asaddullah
Lexus of Las Vegas
6600 W. Sahara Ave.
Las Vegas NV 89146

Please do not make telephone inquiries to obtain status of your request - however, feel free to email me anytime!

Regards,
Elaine Asaddullah
[easaddullah@lexusoflasvegas.com](mailto: easaddullah@lexusoflasvegas.com)
Fax: (702) 942-6698