



Date: _____

APPLICATION FOR CHARITABLE CONTRIBUTION

To make a request for a charitable contribution from Western Refining, review the Charitable Giving Guidelines, complete the following application, and submit it via e-mail to laura.verre@wnr.com. All applications are reviewed by the Charitable Contributions Committee on a monthly basis.

Name of Organization: _____

If approved, name in which check should be made: _____

Contact: _____

Tax ID No.: _____

Address: _____

Telephone: _____

E-mail: _____

Facsimile: _____

Website: _____

Amount requested: \$ _____

Does this organization receive funding from United Way? Yes No

Is this organization listed on Charity Navigator? Yes No

Has this organization received a contribution from Western Refining in the past?
 Yes No

If yes, amount received: \$ _____ Date received: _____

Describe the organization's project/program/current need and how the donation will be used:

Who/how many will benefit from this requested donation? _____

Is anyone from Western Refining involved in this cause or organization? If yes, provide their name. _____



Will Western Refining receive any public recognition, such as name/logo acknowledgment at facilities or on websites, t-shirts, pamphlets, etc.? _____

Are there volunteer opportunities for Western Refining employees? _____

Outline all sources of financial support: _____

Does this organization qualify as a 501(c)(3)? Yes No

- **Attach a copy of this organization's certificate of tax exemption from the Internal Revenue Service as a 501(c)(3) or equivalent organization.**

FOR REQUESTS OF MORE THAN \$5,000:

Describe how this organization differs from other non-profit organizations to meet community needs, and the qualifications of this organization: _____

- **Attach a copy of the operating budget for the previous year.**
- **Attach an Audited Financial Statement for the previous fiscal year.**

The Charitable Contributions Committee will meet monthly. A minimum of two months' (preferably three) lead-time is generally required to respond to requests.