



Business Donation Request

In order to avoid overlap and/or duplication of business solicitations, event marketing, ticket sales, etc., the La Costa Canyon High School Foundation coordinates all special events, donations, and fundraisers sponsored by our various booster groups. Completing this form immediately adds the business name and contact information to our Foundation database where thank you notes and other acts of gratitude can be tracked. This process will maximize solicitation efforts and ensure that our community is not overwhelmed by our fundraising efforts. **Please submit this completed form to the LCC Foundation office upon the receipt of any community donation so we may properly express our gratitude to the community!**

Business Name		Donation	Donation Value
Type of Business		Business Address	
Booster or group for which funds are being raised – General Fund, Academics, Athletics (specify sport), or Arts			
Business Contact	Cell Phone	Email	
Donation received by:			Date Received
LCC Foundation (Executive Director or Director of Business Relations) Signature/Approval			Date
Business Logo/ Business Card			
For office use only:			
Person who followed-up:	Type: (circle one) Call Written Note Email	Date of follow-up:	