



AVONLEA TRADITIONS INC.  
P.O BOX 93157, 1111 DAVIS DR.,  
NEWMARKET, ON, L3Y 8K3, CANADA  
T 905 953 8131 F 905 853 1763

## Maplelea School Donations Program Donation request guidelines

1. Must be a school located in Canada.
2. Preference is given to schools that serve children age 12 and under.
3. We do not donate to:
  - a) for-profit organizations
  - b) second generation requests (individuals or organizations raising money for another group)
  - c) gifts or rewards for staff or volunteers (of any type of organization)
4. Requests should be received 6 weeks prior to the event.
5. Only one request per school will be considered in a calendar year.
6. All requests will be evaluated on an individual basis and Maplelea reserves the right to deem what in-kind donation is appropriate for each request.
7. Only donations-in-kind (donations of product) will be considered.
8. If you do not receive a reply after 3 weeks, please consider that we cannot accommodate your request at this time. We are unable to respond to follow-up phone calls or emails.
9. Submission of a donation request form does not guarantee that a donation will be provided. Maplelea is able to assist a limited number of schools each year.

### Requestor's Information:

Name			
Title/Position		School	
Main Office Phone		Alternative Phone	
Email Address			

### School information:

Full Name of School
School URL (website address)



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<b>Address of School</b>				
<b>Ship to address (if different)</b>				
<b>Does your school serve children age 12 and under?</b>				
Yes		No		
<b>Has the school received a donation from Maplelea in the past?</b>				
Yes		No		
<b>If yes, check all that apply:</b>				
2017	2016	2015	2014	Prior to 2014
<b>How will you use the donated item(s)?</b>				
Silent Auction		Live Auction		
Raffle		Door Prize		
Other _____				



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**Event Information:**

If there is an event involved, please provide the following:

<b>Event Name:</b>	
<b>Event Date:</b>	
<b>Event Location:</b>	
<b>Event Description:</b>	

**Audience size/expected attendance:**

<b>Adults:</b>	
<b>Age 13-19:</b>	
<b>Age 6-12:</b>	
<b>Age 5 and under:</b>	

<b>Describe the kind of recognition (if any) that will be provided to Maplelea by contributing to this event.</b>	
<b>Would you be able to make Maplelea catalogues available to attendees?</b>	
<b>Yes</b>	<b>No</b>



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If so, what would be a reasonable number of catalogues for Maplelea to provide?

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Please indicate your first doll choice. We will do our best to honour your request, however based on availability, we may send your second or third choice.

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