



MUNICIPALITY OF

PORT HOPE

56 Queen Street Port Hope, ON L1A 3Z9
t: 905-885-4544 | f: 905-885-1807 | finance@porthope.ca

2024 Donation Request Form

Please complete the below 2024 donation request form. Any questions that have a red *asterisks are considered mandatory fields. Completed hard copy applications can be mailed, hand delivered or placed in our drop-box at Town Hall, 56 Queen Street, Port Hope, L1A 3Z9.

Organization Information

Organization/Charity Name: *

Address (Including Postal Code): *

Contact Information

First and Last Name of Contact Person: *

Title of Contact Person: *

Phone Number: *

Alt. Phone:

Email: *

Donation Request Information

Total Request (\$) : *

Date of Your Organization's Event: *

Please provide your reasoning for the requested donation and description of how the funds will be utilized: *

Other Financial Information

Please indicate financial support you are expecting to receive from other organizations in 2024: *

If Council approves your Donation Request, please indicate how the Municipality of Port Hope would be given recognition for this donation: *

Any additional information you find necessary:

Should Council approve your Donation Request please indicate the following:

Preferred date to receive donation: *

Payable to: *

Mailing address (including postal code): *

Special instructions (optional):

First and Last Name: *

Please provide the date you are signing this document: *

Please provide the signature of the authorized individual: *

Personal information is collected on this form under the authority of the Municipal Act and the Municipal Freedom of Information and Protection Act (MFIPPA). This information, once collected, may be accessible by members of the public upon request, unless exempted by law. Furthermore, this information may be published as part of the public record, in accordance with the legal requirements set out in MFIPPA and other legislation. Questions regarding the collection, use and disclosure of personal information can be directed to the Municipal Clerk at [905-885-4544](tel:905-885-4544) or clerk@porthope.ca.