

ComResource is committed to giving back and supporting the charities important to our employees. Because we do not have the capacity to plan, schedule or organize every event/sponsorship suggested, we are asking you to serve as the “Captain” and primary driver of the event/sponsorship you are suggesting. In this role, you will be responsible for serving as the project manager for your request. We will aid you with internal communications (to solicit additional volunteering) and financial support.

Thank you for your time and efforts – we appreciate your willingness to GiveBack!

PART A - EMPLOYEE INFORMATION

Please include your contact information

Employee Name: _____

ComResource Dept: _____

Email: _____

Telephone: _____ Can we text you if needed? Y N

PART B - ORGANIZATION INFORMATION (must be a 501c3 Non-Profit)

Please include information on your suggested charitable organization

Charitable Organization: _____

Contact: _____

Address: _____

City / State / Zip: _____

Website: _____

PART C – FINANCIAL SUPPORT REQUEST

Please include the sponsorship amount you are asking ComResource to contribute and appropriate details

Description of Financial Support: _____

Sponsorship Amount \$: _____

Sponsorship Payable to: _____

Date Needed By: _____

PART D – VOLUNTEER SUPPORT REQUEST

If volunteers are part of the sponsorship, please include all specifics regarding volunteer needs including the date(s), time(s) and number of volunteer(s) required – this section must be completed if volunteers are expected as part of the sponsorship

Description of Volunteer Opportunities: _____

Date(s) / Time(s): _____

Number of Volunteers: _____

Copy and Paste External Signup URL below (if applicable):

Email this completed form to: giveback@comresource.com