



## Donation Guidelines

The JB Duke Hotel takes great pride in our efforts to support the community in which we live through assisting numerous 501(c)(3) organizations. The following information is provided to assist you in requesting a donation. Requests that adhere to the guidelines and procedure below will be reviewed individually, receive equal consideration and a response.

### Guidelines:

- The JB Duke Hotel donates gift certificates for dining and accommodations primarily to live and silent auctions. *We do not make cash donations.*
- Requests must be received at least 60 days prior to the event date to be considered.
- The event, fundraiser or program must serve the local or regional community.
- Only one donation request per year, per organization will be accepted. Past support does not guarantee future support.
- In order to effectively and fairly support projects that are strategically aligned with the JB Duke Hotel's local community initiatives, our charitable contributions are generally not directed to the following: political parties or candidates, religious organizations, advocacy or special interest groups, corporate events and programs, conferences or tours, trips & travel, and individuals.

### Request Procedure:

- If you meet our guidelines and are interested in applying for a donation from the JB Duke Hotel, please complete our application for donation on our website <http://www.jbdukehotel.com/about-us/community-relations/>

### For questions, please contact:

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