



65 Dickson Street
Cambridge, Ontario N1R 7A5
T 519-622-TINY (8469)
www.tinycakes.ca

Charitable Contributions

Thank you for thinking of Tiny Cakes to support your organization. At Tiny Cakes, we believe in supporting the Cambridge community through local organizations. Our primary focus is on improving access to better health and care for local citizens.

Every year we receive a substantial amount of requests from various organizations seeking support. While we appreciate that every cause is worthwhile, we cannot offer support for all requests we receive. At times, we must decline participation in a great program or event because we have already committed our budget.

To help us make a decision regarding your charitable event, you must fill out the attached donation request form.

We are most likely not to support charities that are:

- Fundraising for individuals or for profit businesses
- Short notice
- Outside of the Cambridge area
- From a non-registered charity
- Political or Religious organizations
- Organizations that discriminate

We are also unable to support athletic organizations, such as sports teams, due to the number of request as we believe that it is unfair to support one and not the other.

How to submit a Donation Request

- All Applications must be submitted on the provided application form. Incomplete forms will not be considered.
- **We will not accept any applications made in person or over the telephone**
- All requests must be submitted at least 8 weeks prior to the event date
- Please provide proof of charitable status
- Due to the high volume of requests, we cannot respond to all of them
- Please complete and mail all requests to our mailing address

We wish to thank you for taking the time to read our guidelines and using our forms.

Due to high volume of requests we receive, we will only respond if your form is approved.

Sincerely,

Tiny Cakes Inc.



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Sponsorship/Donation Request Application

Organization / Association Name	Name of Contact Person
Organization charitable registration number	
Contact Person Telephone	Contact Person Email
Website	Fax
Event Date	City
Postal Code	Type of event (Auction / Raffle / Reception / Dinner, etc.)
Short description of event: Purpose / expected attendance / location / etc.	
Please describe what type of donation you are seeking, and how it would be used: (gift certificate / product / etc)	
Is a tax deductible receipt available?	Will you be able to provide an acknowledgement letter and photo of your event?
Should Tiny Cakes choose to sponsor your organization, please list the types of exposure we may receive <input type="checkbox"/> Event program listing and/or logo <input type="checkbox"/> Verbal mention <input type="checkbox"/> Other (please attach supporting documentation) <input type="checkbox"/> Media (please list)	
Will there be any other sponsors at your event? If so, please list them	
Date	Signature
For office use only	

Please note: We will not review any requests for donations made by phone or in person