

# GIBBILINI GIVEBACK REQUEST FORM

Oregano's Pizza Bistro participates with qualifying 501(c)(3) organizations.

Organization Name:

Organizer Name:

Requesting for the Oregano's Pizza Bistro Located at:

Day/Date Requested: 1st Choice:  
(Events held Monday - Wednesday)

2nd Choice:

Please read carefully. This request form will serve as your agreement form if approved. By signing below, the organizer understands and agrees to the following terms and conditions:

- Organization guarantees that it has appropriate 501(c)(3) status and will provide a valid W-9 to accompany this request form and submit to [guestservices@oreganos.com](mailto:guestservices@oreganos.com). Requests will not be reviewed without a valid W9 attached.
- Organization understands that any checks issued by Oregano's Pizza Bistro will be issued using the information listed on the W9. Oregano's Pizza Bistro will not issue or mail checks to names or addresses not listed on the W9 provided. Any checks lost in transition resulting in a new check needing to be cut, will incur a \$25 fee taken off of the amount raised.
- Organization agrees to distribute only the flyers that Oregano's Pizza Bistro has created, to the organization's contacts and database at their own expense. Flyers may only be posted on organization's website and/or Facebook page. Unauthorized posts to third party sites will result in a cancellation of the event.
- Organization agrees not to create any additional materials with the use of the Oregano's Pizza Bistro name and/or logo or release information to the press without approval from Oregano's Pizza Bistro Marketing Dept. Violation of this will result in cancellation of the event.
- Organization agrees not to distribute flyers inside or near the restaurant or to distribute flyers in public areas (e.g., on parked cars, in mall food court), and only to give to actual supporters of the organization. Violation of this will result in cancellation of the event.

Upon approval, Oregano's Pizza Bistro will be responsible for the following:

- To provide a fundraiser flyer to the organization to help promote the event.
- To keep an accurate record of sales to be paid out to the participating organization. (Amount donated cannot be disclosed until the time the check is issued.)
- To issue the final check to the organization within 4-6 weeks of the event.

Organizer Name:

Signature:

Date:

**Bottom portion for Oregano's use only.**

Approved:      Declined:

Oregano's Pizza Bistro Representative Name:

Oregano's Pizza Bistro Representative Signature:

Date: