

# DONATION POLICY

## A TRADITION OF COMMUNITY SUPPORT

Park Region has a strong tradition of supporting community needs throughout our service areas. We regard partnerships with nonprofit organizations as an important investment in the future of communities we serve and the vitality of our company.

Over time, we have participated in and assisted with many community projects and festivals, educational programs, youth sports activities, local government, health programs, and nonprofit organizations. To achieve the greatest benefit from available funding, we focus on events or programs that directly impact the communities we serve.

## OUR COMMITMENT

Our employees have generously given of their time and resources where they live, raise their families, work and play. For over a hundred years, the company has participated in and assisted with community projects, school activities, youth sports, local government, and other non-profit group activities. In addition, the Board of Directors recognizes the importance of giving back to the communities, especially for those events or programs that impact the communities served. Thousands of dollars have been allocated to student scholarships and economic development activities throughout the region.

Not only do we offer high quality service at an affordable rate, we take pride in bringing employees, businesses, and organizations together for the improvement of the quality of life. Park Region believes in supporting the community and areas we serve by providing sponsorships and donations to various organizations. Specifically, we support those who encourage youth participation, community spirit, cooperation and education.

## WHO MAY APPLY

The applicant must be a Park Region customer. Tax-exempt, nonprofit organizations are eligible. Contributions are not generally given for travel or travel-related expenses; to individuals; to organizations based outside of our service areas; to organizations of primarily religious or political focus or organizations that discriminate on the basis of age, sex, race, color, national origin, religion, or creed.

## HOW TO APPLY

Complete an Application for Donation form and return it to our offices at PO Box 277 Underwood, MN 56586 or email the application to [marketing@parkregion.com](mailto:marketing@parkregion.com).

## WHEN CAN I EXPECT A REPLY?

We will respond to your request within 30 days.



**Park Region Telephone**  
PO Box 277 • 100 Main St  
Underwood, MN 56586

**Otter Tail Telcom**  
230 West Lincoln Ave  
Fergus Falls, MN 56537

**Rothsay Telephone**  
PO Box 277  
Underwood, MN 56586

**Valley Telephone**  
PO Box 277  
Underwood, MN 56586

[www.parkregion.com](http://www.parkregion.com)  
218.998.2000  
218.826.6161

# PARK REGION APPLICATION FOR DONATION



Name of Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Phone Number: \_\_\_\_\_

Organization or Contact Name's Park Region Account Number: \_\_\_\_\_

Amount or type of donation being requested: \_\_\_\_\_

If cash donation, who should checks be made out to: \_\_\_\_\_

Have we donated to your organization in the past: \_\_\_\_\_ If so, what/how much: \_\_\_\_\_

Please give a brief description of your organization.

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Please explain how the funds will be used and how that will benefit people in the areas we serve.

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Will our company be recognized for the donation? If yes, please explain how.

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### \*\*\* FOR PARK REGION USE ONLY \*\*\*

Approval of GM/PR Manager: \_\_\_\_\_ Date: \_\_\_\_\_

Amount of Donation: \_\_\_\_\_ Company: \_\_\_\_\_

Special Instructions: \_\_\_\_\_

Accounting Code: \_\_\_\_\_