

Wickham Farms Donation Request Guidelines

Our farm has grown considerably over the years, thanks to all of your continued support. We receive many requests from the community for donations and we strongly believe in supporting the requests of our friends and neighbors. To be considered for a donation request, please adhere to the following submission criteria:

- Requestors must be charitable or educational organizations and/or a community-focused event
- Requestors must be within a 20-mile radius of Wickham Farms and/or have a substantial impact upon the community within.
- All donation requests must be submitted electronically (judy@wickhamfarms.com) or in writing at least two weeks prior to the event. No telephone requests will be accepted. Requests must include an attached letter on official letterhead with the following information included:
 - Organization name and full address
 - Event date, time, and location
 - Event description, including the organization that will benefit
 - Contact name, phone number, and email
 - Item requested (fun passes, pumpkins, maze admissions, coupons, retail product, etc.)
 - How the item will be used (raffle, auction, etc.)
 - If you are looking for a program ad, provide the ad size and dollar amount
 - Deadline/date donation needed by
 - Type and duration of the recognition Wickham Farms will receive in conjunction with the donation (e.g., program ad, website with link, etc.)
 - Your present connection or involvement with Wickham Farms (i.e., visit for school field trips, bring a corporate group, etc.)
 - Any additional information regarding the event/organization that you feel necessary
- **Letters without the requested information will not be considered**

Although we would like to donate to all the worthy organizations that ask for support, please understand that we receive many requests and it may not be possible for us to fulfill every request. Unfortunately, past support of an organization or event does not guarantee future support. **Only those donation requests that we are able to fulfill will be contacted.** Donations will not be mailed and need to be picked up at our farm store.