



HILAND DAIRY PRODUCT DONATION GUIDELINES

Hiland Dairy is committed to contributing to our communities and providing donations to nonprofit organizations that benefit our friends and neighbors. In order to request a donation, please sign this form and submit it with your donation request.

Following are Hiland Dairy's basic donation guidelines:

- Hiland Dairy can only donate to nonprofit 501(c)(3) organizations with a valid, current tax ID number.
- Donations are limited to one per year, per organization.
- Requests for donations should be submitted in writing on the nonprofit organization's letterhead and should reference the valid tax ID number.
- The written request should explain the nature of the organization, why the donation is needed and what type of donation is requested.
- Donation requests should be received by Hiland's donation coordinator at least three weeks prior to the date the donation is needed.
- If you receive a donation from Hiland Dairy, you must agree to send Hiland's donation coordinator photos of the donated product being served to the recipients. In addition, we encourage organizations to post photos of donated Hiland products on social media with the hashtag #ThankYouHiland.
- Please understand that because we receive so many requests, we may not be able to accommodate every organization's request.

Hiland Dairy reserves the right to change and/or alter the Product Donation Guidelines at any time and without prior notification. We will not accept returns for credit or exchanges on donated products. By signing this form, your organization agrees to these conditions.

Printed Name

Signature

Date

Return to:

HilandDairy.com

Fax _____ Email: _____

