



# TOROS FC

## **Donation / Sponsorship Check Request**

Monetary Donations or Sponsorships from a business or person must be payable to Orchard Valley Youth Soccer League. Checks should be mailed to: PO Box 251 – Morgan Hill, CA 95038

Donations received will be placed in the specific team account requested by Donor. Funds will be released to the Team Manager to pay for soccer related expenses such as tournament costs and travel unless Donor calls out a specific purpose for the funds. Once the Team Manager has submitted receipts for soccer related expenses to the Treasurer, a check will be issued within 5-7 business days.

For donations over \$250, a contemporaneous written acknowledgement letter will be provided by January 31 of the year following the donation.

Any donations received outside of this process will not be tax deductible to the donor and will not be eligible to receive an acknowledgement letter from OVYSL.

***\*This form may be included in donation check when mailed or it can be emailed separately to [treasurer@ovtorosfc.com](mailto:treasurer@ovtorosfc.com)***

Team Name: \_\_\_\_\_

Team Manager: \_\_\_\_\_

Amount of Donation Received: \_\_\_\_\_

Amount of Receipts Received: \_\_\_\_\_

Business or Person donation received from: \_\_\_\_\_

What was donation used for (tournament, team equipment, team bonding):