



Bank of Botetourt

Donation Request Policy and Guidelines

Bank of Botetourt has been a generous supporter in its 125 year history and has granted thousands of donation requests in an effort to further the Bank's involvement within the community and its organizations. Because the requests are so great, guidelines have been implemented in order to assist as many organizations as possible. If you are interested in seeking a donation, please review the following guidelines before submitting your request. Bank of Botetourt reserves the right to handle each donation request on a case-by-case basis.

Monetary Donations and Sponsorships:

Monetary donations and sponsorship requests may only be considered if you are a 501c (3) non-profit organization. The contribution must be used to raise funds for the benefit of at least one of the following purposes:

- Health
- Education
- Community Service
- Youth Activities
- Cultural
- Special Community Projects
- Environmental

Other Criteria

- Priority will be given to organizations that foster growth and development within; Botetourt, Rockbridge, Roanoke, and Franklin counties, the City of Salem, and the Town of Vinton, all in Virginia.
- Donations may only be given to organizations that are not for profit and an Exempt Status number must be included in your request.
- Donations will be made on a relative need basis. Groups with greater need will be given priority.

Bank of Botetourt does not consider donation requests for the following:

- Requests from individuals
- Religious groups (except those that have a full service banking relationship with the Bank)
- Political parties, candidates or causes

- Incomplete applications
- Requests with less than adequate notification

Many factors are included in the evaluation of these proposals. If more information about a specific organization is needed, a Bank of Botetourt representative will contact the organization. During the review process, the Bank may arrange a meeting or site visit to discuss the project. When the review process is complete, Bank of Botetourt will determine if a request is approved or declined.

Please submit your written proposal to:

Bank of Botetourt
ATTN: Marketing & Community Relations
Post Office Box 175
Daleville, VA 24083

Email: marketing@bankofbotetourt.com

Bank of Botetourt strives to process your request in a timely manner. Every effort will be made to contact applicants regardless of approval or denial. A decision to deny a request does not imply that the applicant's program is not needed or worthy, but simply that it does not fall within the Bank's giving guidelines, priorities, or that funds are not available based on budgeting.