



UNIVERSITY OF  
**NORTHERN COLORADO**

**UNC Catering // Donation of Alcohol Request Form**

Today's Date		Rules sent to customer on:
UNC Department or Company		
Date of the Event		
Client Contact Name		\$0.00 invoice from wholesaler received on:
Client Phone Number		
Client Email Address		

**Every line MUST be filled out completely to be considered for approval of donation of alcohol.**

**Event Name:**

**Name of Non-Profit Organization (must be for a bonafide fundraising purpose):**

**Name of Colorado wholesaler donation is coming from:**

**Contact name and phone number for wholesaler who authorized donation of alcohol:**

**Type of alcohol to be donated (wine, beer, or liquor -- be specific):**

**Quantity of alcohol being Donated (# of cases, kegs, cans, bottles -- be specific):**

**How do you qualify for this donation?**

**Location of Event (University Center, Centennial Hall, Nottingham Field, or Butler Hancock):**

<b>For Internal Use Only</b>	
Status	Approved --- Denied
Approved/Denied By	
Date Approved/Denied	
Event Coordinator	
Additional Comments:	