



## YOUR NEWSY NOTES, LLC

Your Newsy Notes, LLC is an award-winning, BBB accredited virtual desktop publishing company.

We **SAVE** you **TIME** and **MONEY**  
because we do **YOUR** newsletters, e-mail marketing and more, so **YOU** don't have to!

Get your news on course and  
**OUTSOURCE** to Your Newsy Notes, LLC.

[www.YourNewsyNotes.com](http://www.YourNewsyNotes.com)

## Donation Request Form

As a way of giving back to the local community, Your Newsy Notes, LLC may donate services\* to eligible non-profit organizations that are based in Loudoun County, Virginia.

If you would like to be considered for in-kind or discounted services, please follow these three steps:

1. Be a 501(c)3 non-profit based in Loudoun County, Virginia.
2. Plan ahead. It takes significant time to have marketing materials generated. Please request services **at least 60 days before** you need to have your marketing materials.
3. Please complete and submit your request for services form on next page to:

Beverly Schrab, President and CEO

Your Newsy Notes, LLC

P.O. Box 101

Ashburn, VA 20146

Or email to [bschrab@yournewsynotes.com](mailto:bschrab@yournewsynotes.com)

If approved, we will contact you.

**\* RESTRICTIONS APPLY.**

# Services Request Form

Today's Date: \_\_\_\_\_

Requesting Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Name of Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_ e-mail: \_\_\_\_\_

Role in Organization: \_\_\_\_\_

Why are you requesting this donation: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

My organization is registered with the IRS as a 501(c)3 non-profit

Tax ID: \_\_\_\_\_

\_\_\_\_\_

Signature of contact person

**\* RESTRICTIONS APPLY. Details discussed if selected.**