

# How to Submit Collected Donations



Stand donations should be sent in the form of a check or money order, made payable to Alex's Lemonade Stand Foundation. **PLEASE DO NOT SEND CASH!** All donations should be sent to Alex's Lemonade Stand Foundation within two weeks of your fundraising event.

If you choose to send in a personal donation, kindly do so in a separate check, money order or bank check. Keep stand donations separate from any personal donations, so that we can send you a tax receipt.

For your convenience, we have enclosed a return envelope. Please use this to send in the donations from your stand. If you have any questions about sending in your proceeds, please call our office at (866) 333-1213 or email Cara Salladino at Cara@AlexsLemonade.org.

Thank you,  
The Alex's Lemonade Stand Foundation Staff

## Stand Host Information and Donation Sheet

(Please send donations in the form of a check or money order - NO CASH)

Event Host Name: \_\_\_\_\_ Event Number: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Total Donation Enclosed: \_\_\_\_\_

Would you like us to recognize the fundraising efforts of a child by sending a Certificate of Appreciation?

(please circle one)      Yes              No

The Name to go on the certificate: \_\_\_\_\_

Address of where to send certificate: \_\_\_\_\_

Any additional comments: \_\_\_\_\_