



Thank you for considering Epic Restaurant as a sponsor or contributor to your next event! We continue to give our support and assisting in the fundraising goals of charities and non-profit organizations by donating gift certificates to our Restaurant.

We are committed to being a collaborative, supportive member of the community and we appreciate you thinking of us to help advance your cause.

To submit your organization's charitable contribution request, please follow the instructions below. Due to the overwhelming number of requests we receive, it is important in order for your request to be considered.

#### Donation Request Instructions:

1. A written request must be sent a minimum of 1 month in advance of the event date.
2. The request must be written on your organization's letter head and include the following information:
  - a. Your organization's name, mailing address, telephone number and non-profit tax ID number
  - b. The date of your fundraising event
  - c. Due date of donation
  - d. Any forms for an in-kind donation including a mailing address in case the donation cannot be picked up from the restaurant.
  - e. Information about your organization, the event, and how Epic Restaurant's donation will help
  - f. Title and signature of the individual requesting the donation
  - g. Any donor benefits and marketing opportunities (if available)
  - h. Future events for which your organization may require reservations at the Restaurant or any of our other services such as catering or larger venue space needed
3. Send your request email to [info@epiccuisine.com](mailto:info@epiccuisine.com) or mail to:  
Epic Restaurant  
Attention: Melissa Keating  
1201 Front Ave; Suite E  
Columbus, GA 31901

Ideally, we would contribute to every organization that solicits a donation; unfortunately that is not possible. Every request is reviewed and given due consideration and soliciting organizations can accept a timely response.

Please note that Epic Restaurant does not provide names or direct contact information to third parties and all information will remain confidential.

Thank you for your interest and cooperation. We wish you every success in your upcoming event!