

COMMUNITY SPONSORSHIP/DONATION GUIDELINES

Beverly Bank is honored to be a part of the North Shore and has been giving back to its communities for 129 years. Due to the many requests received for donations and sponsorships, we have established eligibility requirements and submission guidelines. Each submission is evaluated by the Community Support Committee, and while we'd like to accommodate all requests, unfortunately, not every one can be granted.

GENERAL CONTRIBUTION PHILOSOPHY

As a community focused bank, Beverly Bank's contribution efforts are focused on the areas of youth, education, arts and community development. We support programs that make an impact on the health and safety of our youth; programs that foster academic achievement for our students; community based arts organizations that lend to our diversity and culture; and organizations that promote wellness, stability, adequate housing and growth, particularly those benefiting low-to-moderate income individuals. In addition, we support organizations which promote economic development and organizations which promote a positive climate for businesses within our communities. Beverly Bank's employees volunteer in their communities and we are grateful that we can help and support the communities in which we work and live.

HOW TO REQUEST/SUBMIT A DONATION OR SPONSORSHIP

All requests must be submitted on the **Beverly Bank Sponsorship/Donation Request Form**. Applications should be submitted at least 60 days in advance of the event or required funding. Please allow a minimum of 30 days for your request to be reviewed and for a response to be given.

All requests must be in writing and can be sent as follows:

Email: communitysupport@beverlybank.com

Mail: Beverly Bank, Attn: Community Support Committee, 254 Cabot Street, Beverly, MA 01915

Drop Off: Any Beverly Bank Branch, Attn: Community Support Committee

If your request does not meet our requirements or if we need more information, you will be contacted. Otherwise, your request will be submitted to the Community Support Committee for consideration at its next meeting.

When possible, Beverly Bank requests that we receive recognition in return for our donation or sponsorship.

Recognition may include: our logo on printed material and on your website, verbal acknowledgment, representatives at your event, banner display, promotional items, booths or tables at your events, etc.

CONSIDERATION WILL BE GIVEN TO ORGANIZATIONS THAT:

- Beverly Bank has built relationships with and that we have supported in the past
- Are located in the communities that we serve
- Meet our philosophy in filling needs and benefiting our communities

WE WILL NOT CONSIDER:

Groups or entities that represent a conflict of interest for Beverly Bank

Political campaigns, lobbying, or other political activities

Religious groups for religious purposes

Group trips, tours, or conferences

Individual participation in sports activities, pageants, events, or trip,

Organizations or entities that practice or support unlawful, discriminatory, or controversial agendas

BEVERLY BANK SPONSORSHIP/DONATION REQUEST FORM

Please note: Your completed form and any additional supporting documentation must be received at least 60 days prior to the date the request is needed via one of the options listed.

ORGANIZATION & CONTACT INFORMATION

Name of Organization/Event:			
Contact Name:		Title:	
Mailing Address:		City:	State: Zip:
Telephone:		Tax ID:	
Do you or any of your board members serve in an elected or appointed public office?			Yes No
If the above question is "yes", please describe:			
How is the applicant affiliated with this organization?			
Is the organization a political or religious organization?			Yes No
Email Address:		Website URL:	

ORGANIZATION OVERVIEW

Please describe your organization and its mission. Attach additional pages if necessary.

SPONSORSHIP REQUEST

Sponsorship /Donation Level Requested: \$ _____ Date of Event (if applicable) _____

COMMUNITY SUPPORT CRITERIA

What category is your organization? Educational Civic/Professional Charitable (501(c)3)

List any Beverly Bank employee, officer, or board member associated with your organization:

Has Beverly Bank supported your organization in the past with a sponsorship and/or donation? Yes No

If "yes", what dates and what was our last level of sponsorship or donation? _____

AUTHORIZATION

The undersigned certifies that they are authorized to represent the organization applying for a contribution and that the information contained in this application is accurate. The undersigned agrees that if a contribution is awarded to the organization the contribution will be used for the purpose intended

Signature: _____ Date: _____

Please allow a minimum of 30 days for your request to be reviewed and for a response to be given.