

200 West Jones Avenue San Antonio, Texas 78215 210.978.8100 samuseum.org

The San Antonio Museum of Art supports many local non-profit organizations with in-kind contributions to assist fundraising efforts.

Due to the volume of requests received, organizations must meet the following requirements to be considered:

- Support is limited to Museum membership or admission passes.
- Only non-profit organizations in the state of Texas will be considered, with priority given to the San Antonio metro area. Out-of-state requests cannot be fulfilled.
- Individual or family requests cannot be honored.
- Requests must be received a minimum of three (3) months and a maximum of six (6) months before the event date.
- Organizations may receive one in-kind donation per calendar year.
- All organizations must include a completed San Antonio Museum of Art donation request form (next page)
- Requests must be submitted via email or postal mail and cannot be taken by phone.

## Submit a Request:

By Email: donationrequests@samuseum.org Subject line: Event name and date

## By Mail:

San Antonio Museum of Art Attention: Donation Requests 200 West Jones Avenue San Antonio, Texas 78215

Organizations that meet these requirements and are granted a donation will be notified at least three weeks prior to the event. The standard San Antonio Museum of Art donation is a certificate for a one-year Family level membership.

The San Antonio Museum of Art does not provide monetary donations. **Submitting a request does not guarantee a donation.** 

## San Antonio Museum of Art Donation Request Form

## Submit a Request: Due to the high volume of requests, phone calls will not be accepted.

Ву		: donationrequests@samuse Subject line: Event Name a	-	By Mail		s Avenue	
Date:		Contact Name:			Relationship	to Organization:	
Organization Nar	me:				Attn:		
Organization add	dress:		City:			State:	Zip code:
Event Name:						Event Date:	
Donation Mailing Address (If different from above):				City:		State:	Zip code:

Brief Event Description (please include audience, size, and if the item will be used for a silent auction, live auction, raffle, or door prize).

Has the organization received a contribution from the Museum in the past?	If yes, what was the date of last contribution?		
Yes			
No			
Name of Beneficiary:	501 (c) (3) Tax ID Number:		