



Our philanthropic mission is to support *local* organizations that provide a needed benefit within the communities in which we *both* serve, *especially* those with a special focus on food insecurity.

DONATION REQUEST PROCEDURE

All donation requests must be in writing on letterhead of your organization and submitted at least **4 weeks** in advance of the need by date.

The letter should include all the following information:

- Event details-date, time, location
- Purpose of your request
- Be specific with your donation request and include a need by date/pick up date
- Include a contact name, phone number and address where to direct the donation if it is to be mailed

Address the letter as follows:
Jim McCaffrey III, President
2200 Cabot Blvd. West #4, Langhorne PA 19047

Requests may also be either e-mailed to DonationRequest@McCaffreys.com

or

faxed to 215-752-0667

All requests are reviewed and considered, however, due to the high volume received, we cannot grant every request.

Only those submissions that we determine closely align with our philanthropic values will be contacted.

Thank you!