



**Date Request Form Submitted:**

**Date of Request from the Organization (If different from form submission):**

**Name of QNB employee recommending sponsorship for consideration:**

**Name of Individual who filled out/completed this paperwork:**

**Organization's Information**

Organization Name: \_\_\_\_\_ Contact Phone/Ext./Cell: \_\_\_\_\_

Contact at Organization: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ Organization Phone #: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Website: \_\_\_\_\_

Tax ID *(submit W-9 with the request if not already on file with QNB)*: \_\_\_\_\_

IRS Recognized nonprofit?  
 Yes  No

QNB Customer:  Yes  No  
 QNB Services Utilized by Customer (Check all that apply):  
 Checking/Savings  Loan  Investments  Business  Consumer/Retail

If approved, is the address above where the check should be mailed?  
 Yes  No  
 If NO, address where the check should be delivered:

Does a QNB Employee Serve on the Organization's Board/Committee(s)?  
 Yes  No  
 If YES, in what capacity:

Check all geographies the organization serves:  
 Bucks County, PA  Montgomery County, PA  Lehigh County, PA  
 Berks County, PA  Northampton County, PA  
 Other (explanation required for non-market area requests):

Does the organization fund/sponsor other organizations?  
 Yes  No  Unknown  
 If yes, list organizations:

**Request Details**

Type of Support:  Event Sponsorship  In-Kind Donation (QNB Supplies or Promotional Materials)  
*(check all that apply):*  Contribution Donation (Monies donated without sponsorship exchange)

If a monetary donation or event sponsorship, indicate the amount requested:

If in-kind donation, indicate support requested:

Has the organization received financial support and/or donations from QNB in the previous 12 months?  
 Yes  No  Unknown  
 If yes, provide details:

**If Event Sponsorship, please complete the following:**

Name of event:		
Description of event:		
Event Date/Time:		
Event Location: (venue name/full address)		
Does the Sponsorship include tickets to the event (if applicable)? <input type="checkbox"/> Yes <input type="checkbox"/> No	If YES, how many?	
Is there an opportunity for QNB to participate in the event? <input type="checkbox"/> Yes <input type="checkbox"/> No	Describe the opportunity:	
QNB Ad or Artwork Requested? <input type="checkbox"/> Yes <input type="checkbox"/> No	If YES, Ad/Artwork Due Date <i>(Note - technical specifications must be provided a minimum of <b>15 business days before Ad/Artwork due date</b>):</i>	
Ad/Artwork Requirements; attach paperwork or note specifications:	Paperwork included with this request form: <input type="checkbox"/> Yes <input type="checkbox"/> No If NO, list other details (size, file format, etc.):	
Submit Artwork to email:		

**For Community Reinvestment tracking**

Does the organization’s mission have “community development” (as defined below) as its primary purpose? *(Attach mission statement or type below, if applicable.)*  
 Yes  No

If YES, which area of Community Development does your organization support *(Check all that apply)*:

- Affordable housing, including multi-family rental for low- or moderate-income persons;**
- Community Services (e.g., childcare; education; health; social services; etc.) targeted to low- or moderate-income persons.**
- Economic Development activities that include creation/retention/improvement of permanent jobs for low- or moderate-income persons or places targeted for redevelopment by federal, state, or local government; finance of small businesses and farms that meet the size eligibility standards of the SBA’s Development Company or Small Business Investment Company programs or have gross annual revenues of \$1 million or less**
- Revitalization/Stabilization activities that support low- or moderate-income and/or distressed and underserved areas.**
- Other *(if selecting other, explanation required)*:**

**QNB Internal**

Vendor #	CIF/Customer ID	QNB Contact Name:
Individual Approval <input type="checkbox"/> Yes <input type="checkbox"/> No	Individual	
Exec Approval required <input type="checkbox"/> Yes <input type="checkbox"/> No	If YES, who?	