

## Cincinnati Opera Donation Request Form

Founded in 1920, Cincinnati Opera is a non-profit cultural institution committed to enhancing the quality of life in the Cincinnati metropolitan region by providing world-class opera performances at Cincinnati Music Hall and outreach and education programs throughout the community.

Each year, Cincinnati Opera donates over \$15,000 worth of tickets to non-profit community organizations. However, because of the number of requests we receive for donations, it is not possible to fulfill all requests. In order for your organization's request to be considered, please complete this form in full and send to the contact information below. **The form must be submitted at least three weeks prior to the event date in order to be considered.** We wish you success with your event.

Date Submitted: \_\_\_\_\_

Your Organization's Name: \_\_\_\_\_

Purpose of Organization: \_\_\_\_\_

Organization Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ County: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Contact Fax: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Event Title: \_\_\_\_\_

Event Date: \_\_\_\_\_ Number in Attendance: \_\_\_\_\_

Purpose of Event: \_\_\_\_\_

How will the Opera's donation be promoted or credited? \_\_\_\_\_

Please submit form to:

Cincinnati Opera  
Attn: Katherine Burton, Marketing Associate  
1243 Elm Street  
Cincinnati, OH 45202  
Phone: 513-768-5514  
Fax: 513-768-5553  
kburton@cincinnatiopera.org

For Cincinnati Opera Use:

Request Receipt Date:  
Donation Approved By:  
Date Approved:  
Fulfilled By:  
Date Fulfilled:  
Donation Value: