



Please read the following guidelines for donation requests.

American Bank is committed in giving back to the community, and seeks to assist well-managed non-profit organizations who share our vision for a stronger community. We focus our support on organizations that create opportunity, enhance self-esteem, and provide physical and emotional assistance for the most vulnerable men, women, and children, particularly low-moderate income.

Areas we are primarily interested in contributing to in NE Minnesota are:

- Children and youth programs (including but not limited to: boys and girls clubs; after-school programs; mentoring programs)
- People in crisis (including but not limited to: victims of disasters; local food banks; homeless shelters; domestic violence shelters)
- Community and Civic organizations (including but not limited to: Local Elks, Rotary, Lions Clubs, Local Chambers of Commerce, Local United Ways)
- Education (including but not limited to innovative educational programs for children and adults, especially projects that foster wise decision-making and esteem building)

As you might imagine, American Bank of the North receives hundreds of requests to support charitable purposes of all types. Therefore, due to the overwhelming number of requests, we have set up the following guidelines. While we cannot honor every request we do carefully consider each. We thank you for taking the time to review and follow them.

Please review the following guidelines to determine if your organization qualifies:

1. Donation requests are reviewed on a monthly basis throughout the year at the end of each month. In order for us to process the requests, we ask that ALL requests be treated in the same manner. All donations given to fundraising organizations in the previous year must resubmit a request.
2. All requests must be submitted in writing on organization's letterhead and / or on the Donation / Gift Request form provided by American Bank. *All requests must be received at least 4 weeks prior to the event.*
3. All request **must** include the following information:
 - Formal request letter on the non-profit organization's official letterhead or on the Donation / Gift Request form provided by American Bank
 - Organization's mission statement and/or one-page brochure
 - Organization's website if applicable
 - Organizations 9 digit federal tax-exempt ID number
 - Event date and location
 - Type of fundraising event and/or program
 - How the event benefits the community, the organization and the bank
 - Does the organization and/or event have an account with the bank
 - Is the organization a 501(c) 3 non-profit, if not a 501(c) 3 non-profit please list what other types of fundraising will be done for the event / and or program.
 - Is the organization or event supported by the United Way of NE Minnesota or the United Way of 1000 Lakes

4. Only one donation request per year per charity without a 501(c)3 non-profit status

Giving Opportunities

Monetary Donation or Sponsorship

American Bank makes contributions to local, community based 501(c) 3 non-profit organizations conducting charitable work to benefit the communities we serve. Monetary donations are provided based on the guidelines set forth.

In-Kind Donations

American Bank makes in-kind donations of merchandise or logo items for non-profit events. A minimum of four week's advanced noticed is required to process in-kinds.

Volunteers

While we're proud to be able to support our local community organizations financially, we believe that in order to make a community really shine, nothing less than a little elbow grease will do. Our volunteer program allows our employees to give their time and talents.

Limitations

American Bank does not make contributions to support certain types of organizations, activities, or purposes. These include, but are not limited to the following:

- Programs of national scope that do not specifically benefit our market area
- International organizations
- Fraternal, veteran, or alumni organizations outside our market area
- Social Groups
- Political Organizations
- Campaign causes or candidates
- Religious purposes
- Environmental Causes
- Individuals seeking donations for personal expenses in which they participate in a charity event (benefit walks/runs/bike tours, benefit dinners, camps, and so forth).
- Individuals seeking donations for sponsorships for race and/or stock cars, snowmobiles and so forth.

Please mail or email your written request to:

Marci Knight
American Bank
522 East Howard Street
Hibbing, MN 55746
mknight@ambnk.com

Please also include in your request any public exposure donators will receive, such as program listings, newspaper or TV coverage and so forth.

We thank you again for taking the time to follow these guidelines.

Request for Gift or Donation

Name of Organization:	
Address:	
City, State, Zip:	
Telephone Number:	
Contact Person:	
Individual or Federal Tax ID Number:	Amount Requested: \$

Please describe your request:

- Does the organization have a current account relationship with the bank? Yes No
If yes, what type of account(s)? Checking Savings Money Market Loans
 Certificate of Deposit Other _____
- Has the bank received this request in the past? Yes No
If yes, approximately when was the last time? _____
- Is this a 501 (c)3 Non-Profit Organization? Yes No
- Is this Organization supported by the United Way? Yes No

What are the benefits to the individual or organization if this gift or donation is approved?

What are the benefits to our community if this gift or donation is approved?

Date of the event _____ Funds Needed By _____

X

Signature of Requestee

Date

Mail Completed Form to: American Bank
Attn: Marci Knight
522 East Howard Street
Hibbing, MN 55746

- OR -

Fax Completed Form to : (218) 262-3717
Attn: Marci Knight
Email Completed Form to: Marci Knight
mknight@ambnk.com

For Bank Use Only

Date Approved: _____ Approved By: _____