

Requesting a Donation from the New York State Fair



To be considered for an admission ticket donation, you must:

- Print this request form out
- Complete items #1-10 below
- Email this form with a copy of your IRS Determination Letter to:
meghan.titus@agriculture.ny.gov

To Those Requesting a Donation from the New York State Fair:

The New York State Fair has a limited allocation of donation admission tickets. Requests are filled on a first come, first serve basis. Unfortunately, due to the large volume of requests that we receive, it is not possible to approve all requests.

Please consider these policies and procedures below when making your request:

- The Fair only makes donations to organizations that are certified as non-profit under section 501(c)(3) of the Federal Internal Revenue Code. The Fair requires a copy of the IRS's determination letter as proof of 501(c)(3) status with this form.*
- Donated admission tickets will be valid for any day of the Fair. **The 2020 State Fair will run from Friday, August 21 through Monday, September 7.***
- Donation requests must be submitted at least 4 weeks prior to your event date to allow time to review your information.*
- One request per organization will be accepted within a calendar year.*
- Tickets will only be released to the requesting organization. Your organization will be responsible for delivering donated admission tickets to individuals.*
- A link to acquire/download donation tickets will be sent electronically to email given below.*
- Tickets for any other Fairgrounds events are not available for donation. The State Fair does not make monetary donations.*
- All requests will be filled at the discretion of the New York State Fair. Submitting a request does not guarantee a donation.*

PLEASE WRITE CLEARLY AND EMAIL WITH YOUR IRS DETERMINATION LETTER TO: meghan.titus@agriculture.ny.gov

1. Organization Name _____
2. Agency Tax ID # _____
3. Contact Name _____
4. Copy of IRS Determination Letter _____
5. Address _____
6. City, State, Zip Code _____
7. Primary Phone _____
8. Email (**REQUIRED**) _____
9. Date of Event _____
10. Briefly Describe Your Event / Cause _____

OFFICE USE ONLY
<input type="checkbox"/> Approved _____
Date _____
Ticket #s _____

<input type="checkbox"/> Declined – reason _____

NOTICE: Your organization will be contacted via email when the tickets are available. When picking up tickets, a designee from your organization must bring a copy of the donation confirmation email with them. The designee will be required to sign for and take possession of the tickets, attesting that they will be used for the purpose intended.

If you are willing to comply with these policies and procedures, the State Fair is delighted to consider your request for a donation.

Sincerely

Troy Waffner - Director, New York State Fair