



## Community Night Request Form

Please complete the following and turn in to GM, along with a copy of your W9.

**Organization Name:** \_\_\_\_\_

**Federal Tax ID:** \_\_\_\_\_

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

**Phone, Email:** \_\_\_\_\_

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

**City, State, Zip:** \_\_\_\_\_

**Requested Event Date:** \_\_\_\_\_

**Fundraising Goal:** \_\_\_\_\_

*Example: If you get 20% of net sales and want to raise \$300; you need to bring in \$1,500 in sales during the event which is roughly 125 people (assuming an avg. check of \$12 per person).*

**Name to make check out to:** \_\_\_\_\_

*Check must be made out to an organization, not an individual.*

**Mailing address for check: City,** \_\_\_\_\_

**State, Zip:** \_\_\_\_\_

Five Guys is not permitted to donate more than the percentage specified below. Handing out promotional event flyers in or directly outside of Five Guys on the night of your event is prohibited. By signing this document, you acknowledge that you understand the success of the fundraiser depends on how successfully you promote your event. Gift card sales will not be included as part of net sales during your event. Your event runs during the below stated time period only. By signing below, you acknowledge that you understand and agree to the guidelines outlined in this document.

\_\_\_\_\_  
**Organizations Signature**

\_\_\_\_\_  
**Date**

### For General Manager to complete

**Store Number:** \_\_\_\_\_

**Location Name:** \_\_\_\_\_

**Date of event:** \_\_\_\_\_

**Time period of event:** \_\_\_\_\_

\_\_\_\_\_  
**General Manager's Signature**

\_\_\_\_\_  
**Date**

### For Head Quarters to complete

**Net Sales** (Subtotal excluding Sales Tax): \_\_\_\_\_

**Donation Amount** (20% of Sales brought by Organization): \_\_\_\_\_

\_\_\_\_\_  
**Fund Raising Manager**

\_\_\_\_\_  
**Date**