



REQUESTS FOR PASS DONATIONS

Requests for pass donations from the Roaring Fork Transportation Authority (RFTA) will be considered if the donation is to be used by a qualifying charitable organization for ***fundraising purposes only***. Your organization ***must be a Non-Profit***, designated as exempt from federal income tax under I.R.C. 501 (c)(3). The type of pass donated is limited to the \$20 Store Value Cards. The maximum number of passes donated is 10 (ten). Requests for monetary donations will not be considered.

To request a donation for the fundraiser, please send a letter of request on your organization's letterhead, at least one month in advance of the event to:

Roaring Fork Transportation Authority
Attn: Finance Department
0766 Industry Way
Carbondale, Co. 81623
Fax: 970-384-4943
Phone: 970-925-8484
E-mail: passorders@rfta.com

Your request should include details about the event (i.e., date, location, purpose of the event, who will benefit from the proceeds, etc.) along with the complete name of the organization, address, phone number, and contact person. A copy of your Non-Profit organization's 501(c)(3) status letter from the IRS should be included.

Letters of request will be reviewed for consideration and the contact person will be notified of approval or denial. Please allow 2-3 weeks for processing.

Thank You,

Roaring Fork Transportation Authority