

Equipment Donation Request

The Tennant Company has a limited budget to donate equipment to eligible US-based 501(C)(3) organizations. Equipment donations made outside of the US are subject to legal review and approval. Consideration will be given to the potential that an equipment donation may impact the business of a Tennant partner or distributor. Therefore, Tennant may consult with its partners prior to making a final decision.

EQUIPMENT DONATION REQUEST PROCEDURE:

1. Complete **Equipment Donation Application**.
2. Include a copy of the **nonprofit's 501(C)(3) status from the IRS**.
3. **Mail OR email** completed form and receipt to:
 Tennant Foundation
 10400 Clean Street
 Eden Prairie, MN 55344
 tennant.foundation@tennantco.com

ELIGIBLE ORGANIZATIONS

Nonprofit **501 (c)(3)** organizations that are located in the United States and are recognized by the Internal Revenue Service as one of the following: charitable, educational, scientific or literary.

INELIGIBLE ORGANIZATIONS

- Political or religious groups (except for religious groups that have established separate organizations for community work)
- Fraternal organizations or social clubs
- Private foundations or organizations whose major function is to donate to other nonprofit organizations.
- Programs at K-12 schools that are primarily for the benefit of employee's children such as youth athletic teams, individual scout troops, classroom fundraisers, parent teacher organizations, or school music groups (choir, band or orchestra).

NOTE: The Tennant Foundation reserves the right to determine the suitability of an organization. A matching request may be denied if the organization is not, in the Foundation's judgement, an appropriate recipient of its funds.

A copy of the nonprofit's 501(C)(3) status from the IRS must accompany this application

EQUIPMENT DONATION APPLICATION

_____		_____	
Name <i>(Individual submitting the request)</i>		Date of Application	

Organization			
_____		_____	_____
Organization Contact		Contact Phone	Email Address

Address			
_____		_____	_____
City		State	Zip

Application continues on page 2

Equipment Donation Request

How will this equipment be used?

- To clean carpets
- To clean hard-floor surfaces
- For outdoor surface cleaning

In what type of environment will the equipment be used?

- Office building/Commercial space or similar
- Warehouse/Industrial building or similar

Will this equipment be used by the recipient or in a silent auction, drawing, or other type of fundraiser?

- Recipient
- Other: Please provide date of event: _____

Does this organization receive United Way funding?

- Yes
- No

Does this organization acknowledge that all aftermarket parts and service, other than those covered by an applicable warranties, are the responsibility of the recipient?

- Yes
- No

What is your relationship to Tennant or to a Tennant employee?

Please provide more details to help us understand why Tennant should consider making this equipment donation and how this decision aligns with our vision to create a cleaner, safer world in which to live, work and play: