

# EAA Community Involvement Application

Complete the following form and accompany the letter of request.



## Contact Information

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Contact Number: \_\_\_\_\_ Email: \_\_\_\_\_

## Mailing Information

*The address where item(s) are sent.*

Company: \_\_\_\_\_

Contact Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

## Type of Request:

*Check one of the following:*

- ☐ Auctions, raffles, participation at an in-kind level
- ☐ Event participation at a financial level
- ☐ Facility and infrastructure use

## Letter should include the following:

- Date, time, and other pertinent information
  - > If seeking facility use, the applicant must list the event/activity format, anticipated outcomes, date, times, and expected attendance
- Organization mission and background
- Verification of charitable status
- Clear statement of the request
- Specific needs

To submit your application by **mail**:

EAA  
Attn: Community Outreach  
P.O. Box 3086  
Oshkosh, WI 54903-3086

To submit your application **electronically**, please email [events@eaa.org](mailto:events@eaa.org). All requests are reviewed and approved by EAA's Community Outreach Committee. Once your application/request has been discussed, an EAA representative will follow up with you regarding a decision.