



**Foundation of the  
Association of  
Legal Administrators**

*advancing knowledge, creating opportunities, touching lives*

## DONATION FORM

### Step 1: Donor Information

This gift is from a Chapter or Firm/Company

OR

This gift is from an individual

Name of Business or Firm/Company

Prefix First Name MI Last Name Suffix

Contact Name

Recognition Name (for public acknowledgment)

Job Title

ALA Member#

Email Address *(We do not sell, rent, exchange or otherwise share your information with any other organization or individual)*

### Step 2: Mailing Address

☐ Home

☐ Work

Address

City

State

Zip

Phone:

☐ Home

☐ Work

☐ Mobile

### Step 3: Optional Gift Information

☐ Please make this gift ANONYMOUS

Please make this gift...

☐ in memory of \_\_\_\_\_

☐ in honor of \_\_\_\_\_

Name

☐ I do not want my donation acknowledged on ALA's social media channels.

Please provide a short message to be included in the Tribute Card: \_\_\_\_\_

Please indicate where the tribute card should be mailed:

Name

Address

City

State

Zip

### Step 4: Donation

Donation amount: ☐ \$1,000 ☐ \$500 ☐ \$250 ☐ \$100 ☐ \$50 ☐ Other \$ \_\_\_\_\_

Donations made using a Credit Card must be processed through the online donation form.

Please return this completed form with your donation to:

**Foundation of ALA**

8700 W. Bryn Mawr Avenue

Suite 610N

Chicago, IL 60631-4600

**Double Your Donation!** Apply to your company for a matching gift. Check with your Human Resources Department to find out if contributions to the Foundation of ALA are matched in your workplace. Donations to the Foundation of ALA are fully tax deductible to the extent allowed by law. IRS Nonprofit ID# is 36-3156864.