



Express Convenience Centers® has been a part of your local community since 1980 and we emphasize the importance of community involvement. Please use the following guidelines when submitting your request for a donation.

Please Fill out a Donation Request Form

In order for a donation request to be processed, the attached donation request form is required to be filled out. You may include a letter of intent, although not necessary.

Donations Which Come from the Communities Which we Serve, Will Take Priority

Fox Cities
Greater Green Bay
Oshkosh

Express Donation Support

Express will review all submitted requests, although we ask that you understand that not all requests can be fulfilled. Our preference is towards a 501 (c) 3 certified organization; however we strive to help everyone. We also ask that you send in any requests well over a month in advance, as we hold monthly meetings to review all donations.

In an effort to help those in the most need, we are unable to give via placed advertisements or team sponsorships. If you are interested in a fundraising opportunity, such as brat fry or car wash, please contact Shelley Pakala at Spakala@usoil.com or by phone at 920-831-8898 x7979

Individual Benefits

If you're inquiring about an Express donation for a benefit, please contact our partner, the "Community Benefit Tree." The "CBT" is a local non-profit organization that helps individuals and families who have had a medical emergency through education, support, resources and financial guidance.

Community Benefit Tree Inc,
W3494 Dundas Road
Kaukauna, WI 54130
920-422-1919

Review Process

Please understand that the more lead time we are given to consider your request, the greater the chance that we can find some way to help you. We strive to acknowledge your request within five business days of receiving this completed form, and will do our best to have an answer for you within two weeks.



Express Convenience Centers has been a part of your local community since 1980 and we emphasize the importance of community involvement. Our goal is to give back and we are eager to do so, but unfortunately we have a high volume of donation requests and we have a limited budget. Please fill out the following and mail to address at the bottom.

1. Name of organization seeking donation: _____

2. Contact Name: _____

3. Contact Address: _____

4. Contact Phone Number: _____ Email: _____

5. Is it a 501(c)3? _____

YES NO (If yes, please attach a copy of the tax-exempt certificate)

6. What type of organization: Church School Individual Community Other

7. Have you received a donation from Express in the past?

YES NO (If yes, please detail any donations you have received)

8. The goal of this event? _____

9. What type of donation are you seeking? _____

10. Is there a sponsorship board or a way to recognize partners?

YES NO

Date of Event: _____ Date Needed: _____

Who will pick it up? _____ Contact Phone Number: _____

Please mail this form to:

Express Convenience Centers
Attn: Shelley Pakala
425 Better Way
Appleton, WI 54915

Office Use Only

Date Received _____	Approved/Declined _____	Date of Reply _____
Initials _____	Picked up _____	