

Instructions to Plungers

*Please make a **COPY** of this document for your personal use.*

Use your copy of this form to keep track of donations you receive offline in the form of cash or check. Please include this filled-out form when you mail in your donations.

Mail to:

Courtney Dyson
P.O. Box 11138
Takoma Park, Maryland 20913.

Note: Because envelopes can go missing in the mail, we recommend that donation bundles containing cash be delivered directly to our office.

Address:

6930 Carroll Ave, Suite 720
Takoma Park, MD 20912

Contact our plunge team at plunge@chesapeakeclimate.org to arrange an office drop-off.

See the form below.

Offline Donation Tracking Form

Plunger Name: _____

Phone: _____

Email: _____

Team (if applicable): _____

Donation Information

- Please have all checks made out to "CCAN." 100% of these donations go to our organization and help us avoid credit card fees.
- A tax receipt cannot be issued if the address section is incomplete.

Donation 1:

Name: _____

Phone: _____ Email: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Donation Amount: \$ _____

Circle One: Cash / Check

If check, check number: _____

Donation 2:

Name: _____

Phone: _____ Email: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Donation Amount: \$ _____

Circle One: Cash / Check

If check, check number: _____

Donation 3:

Name: _____

Phone: _____ Email: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Donation Amount: \$ _____

Circle One: Cash / Check

If check, check number: _____

Donation 4:

Name: _____

Phone: _____ Email: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Donation Amount: \$ _____

Circle One: Cash / Check

If check, check number: _____

Donation 5:

Name: _____

Phone: _____ Email: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Donation Amount: \$ _____

Circle One: Cash / Check

If check, check number: _____

Donation 6:

Name: _____

Phone: _____ Email: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Donation Amount: \$ _____

Circle One: Cash / Check

If check, check number: _____

Donation 7:

Name: _____

Phone: _____ Email: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Donation Amount: \$ _____

Circle One: Cash / Check

If check, check number: _____