

Iowa Organization of Women Attorneys

P.O. Box 8268, Des Moines, Iowa 50301
www.iowawomenattorneys.org



DONATION PROCEDURES & GUIDELINES

The Iowa Organization of Women Attorneys (I.O.W.A.) has a strong commitment to the state of Iowa and is proud to support like-minded organizations. We prefer to support organizations that reflect our mission which is: To promote the welfare and interests of women lawyers and women affected by the legal system, and provide a network of communication and support for members.

As a result, I.O.W.A. has established procedures and guidelines to assist you with your charitable donation request. To request a donation, please submit a one-page letter on your organization's letterhead to the contact listed below. The letter should include the following information:

- A brief description of your organization
- A description of the project or event for which the donation will be used
- The date the donation is needed
- How the I.O.W.A. contribution will be acknowledged prior to and/or at the event
- Contact name and phone number

I.O.W.A. will look at the consistency of your request with the focus of our charitable giving. Please mail or email your donation request to:

US Mail: **Iowa Organization of Women Attorneys**
 Attn: President
 PO Box 8268
 Des Moines, Iowa 50301

Email: **president@iowawomenattorneys.org**

Please note we do not donate through a second or third party request. Donations are given directly to the benefiting organization. Also, we only accept request letters from organizations located within the state of Iowa. Due to the volume of requests, we are unable to support all requests. Each request will be considered on an individual case-by-case basis and approved at the sole discretion of the board.