

Ginger Bay Donation Request Procedures

We at Ginger Bay Salon & Spa Group take great interest in giving back to the communities we serve. In an effort to concentrate our support, we have chosen to give to charities that mirror our business philosophies and the concerns of our guests. These charities include children's organizations, endeavors that promote creative or artistic development, and environmental concerns. Beneficiaries are advised that a contribution in a particular situation is not an indication that support will continue on a regular basis.

Organizations are eligible for donation if they:

- * Benefit the cure and prevention of disease
- * Benefit the shelters for abused and neglected children
- * Benefit environmental causes
- * Qualify for a nonprofit status under the Internal Revenue Code
- * Benefit the local communities serviced by Ginger Bay Salon & Spa
- * Mirror our business philosophies and the concerns of our guests



Organizations are not eligible for donation if they are:

- * Fundraising for individuals
- * Fundraising for political parties or candidates
- * Fundraising for social organizations
- * Fundraising for beauty pageant participants
- * Fundraising for religious organizations (some exception may be made for religious organizations that provide humanitarian services on a completely non-sectarian basis)
- * Fundraising for team sponsorships or competitions
- * Fundraising for scholarships

There is no specific form for submission of a contribution request. However, if you meet the contribution requirements, your request must be submitted in writing 8-12 weeks before your scheduled event and must include sufficient data to show your cause meets our donation guidelines. The following details should be addressed in your request:

- * Brief description of your organization
- * Purpose of the contribution requested
- * How the program relates to Ginger Bay's areas of interest
- * Copy of your IRS 501 (c)(3) Tax Exempt Determination Letter

Please mail donation requests to:

ATTN: Donation Request
439 S. Kirkwood Rd., Ste. 212
Kirkwood, MO 63122

OR email your request to: DonationRequest@gingerbay.com OR fax your request to 314-835-1752

Please allow at least 2 weeks for a response. We will contact you either way via mail or email to let you know the status of your request.

No phone calls please.