



Nonprofit/Charitable Product Purchase Request Guidelines

Thank you for your interest in Dynacraft. We have a rich history not only in our products but with our efforts in our community. We receive many requests for donations, sponsorship, and products, and each year we proudly assist as many nonprofit organizations in the Savannah, Georgia area that we can.

To better facilitate the many requests that we receive, we have established the following eligibility and submission guidelines for 501(c)3 product purchases:

1. The nonprofit organization or fundraising event must be based within 75 miles of Savannah, Georgia; exceptions to location radius may be made for purchases only with Dynacraft's approval.
2. Your nonprofit organization or fundraising event must be *preapproved* each calendar year to participate in our nonprofit/charitable purchase program. Preapproval occurs January through March 1st of each year. Charitable purchase requests made after these deadlines may not be honored and is subject to inventory availability.
3. After you have been preapproved, an "official" nonprofit/charitable purchase request must be made in writing and on company letterhead. **We do not accept any verbal requests.**
4. After you have been preapproved, your "official" nonprofit/charitable purchase request must be received no later than July 1st of the same year. **There are no exceptions.**
5. Due to the large volume of requests, as a general rule, we must limit 501(c)3 product purchases to once per calendar year for each organization.
6. If you have requested a product 501(c)3 product purchase, Dynacraft has the right to determine the item(s) you will receive. We try to accommodate your needs but do have limitations. All 501(c)3 product purchases are subject to availability.
7. All nonprofit/charitable organizations must recertify annually through Dynacraft's preapproval application process.
8. Upon receipt of your "official" purchase request, Dynacraft will send your organization an offer of product models, quantity and pricing available.
9. Acceptance of your offer must be made in writing, and on company letterhead. This must confirm acceptance of models, quantity, and pricing offered. This must also include a desired pick-up date, and serves as your agreement to pay in full, including acceptance of the terms. Acceptance of your offer must be received by Dynacraft within *two weeks* of your offer or inventory may no longer be available.
10. Dynacraft will send your organization an invoice after your written acceptance of charitable purchase offer has been received.
11. All payments must be received by Dynacraft at least 7 days prior to pick-up and 10 days prior for all products being shipped.
12. All pick-up, shipping arrangements and costs are the responsibility of the purchaser. Pricing invoiced does not include shipping costs (if applicable). Retail shipping quotes are provided upon request, as a courtesy.
13. After receipt of all payments by Dynacraft, you will be contacted to make pick-up and/or shipping arrangements.
14. No product will be released until paid in-full (including payment of shipping charges, if applicable). **There are no exceptions.**
15. It is your responsibility to ensure that your request is received in a timely manner. All requests must be received at least 4 weeks prior to the date your charitable purchase is needed.

If your nonprofit organization or charity event is within 75 miles of Savannah, Georgia, and you would like to go through our preapproval process, please complete our Nonprofit/Charity Product Purchase Preapproval & Request Form and return it to npo@dynacraftwheels.com, or fax to 707-603-1599.