



We're Committed To Our Communities.

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Ruiz Foods is committed to contributing to the communities of our Team Member families. With a presence in California, Texas, and South Carolina, we realize there are many worthwhile organizations vital to community needs. Ideally, we would like to be able to assist each one. Unfortunately, this is not possible.

Contribution Guidelines

- Recipient organizations must be located in the U.S. and recognized by the IRS as tax-exempt entities under the Internal Revenue Code section 501(c)(3) to which deductible charitable contributions, as defined in IRC section 170(c)(2), may be made for federal income tax purposes; **OR...**
- be located in the U.S. and have appropriate IRS status and accreditation by State Department of Education or a nationally recognized accrediting agency. They must be recognized by the IRS as an organization to which deductible charitable contributions may be made.

Contribution Priorities

Ruiz Foods receives more requests for contributions than its budgets will allow it to grant. We have targeted specific areas that are a priority to the corporation to help with reviewing contribution requests:

- Programs serving children and youth.
- Programs supporting education for youth and young adults.

Ruiz Foods supports the communities where we live and work. These include:

- Dinuba, California and the Greater Tulare County area
- Tulare, California and the Greater Tulare County area
- Denison, Texas and the Greater Grayson County area
- Florence, South Carolina and the Greater Grayson County area

Funding Limitations

Ruiz Foods refrains from support of:

- organizations **without** 501(C)(3) status;
- individuals, including student exchange/travel programs, family reunions, memorials and benefits;
- political causes;
- international projects or organizations;
- political parties, candidates or lobbying activities;
- deficits.

Funding Availability

Funding is available from the corporate community relations budget. Funding is limited. Decisions are the responsibility of Ruiz Foods Community Relations Department. All donations are administered from our Community Relations office at Ruiz Foods Corporate Headquarters in Dinuba, California.

Contribution Procedures

- Charitable budgets are extremely tight and focused.
- Grants made to unsolicited applications are very limited.
- Due to the volume of requests received, we are unable to respond to every request.
- Organizations will be contacted if Ruiz Foods requires additional information or if we are able to grant the request.
- Telephone solicitations are not accepted.
- The Community Relations Request Form and all related attachments **MUST** be submitted at least six to eight (6-8) weeks in advance to allow for review and possible processing.

In addition filling out the Ruiz Foods Community Relations Request Form, the following MUST be included:

- A written request on the organization's formal letterhead.
- A copy of the organization's recent 501(C)(3) status letter, appropriate IRS status, or accreditation.
- A flyer, brochure or print information regarding the request, organization and/or event.
- A current W9.

Requests should be emailed to: blancas@ruizfoods.com

Contact information:

If you have further questions or need additional information, contact Blanca Santana at the above email address.



Community Relations Request Form

DATE: _____ **REQUESTS *MUST BE* SUBMITTED AT LEAST *6-8 WEEKS* IN ADVANCE**

NAME OF ORGANIZATION: _____

NAME OF REPRESENTATIVE/CONTACT PERSON: _____

ADDRESS: _____

PHONE: _____ E-MAIL: _____

TYPE OF DONATION: Food Product Monetary Donation /Sponsorship

AMOUNT: _____ DATE NEEDED: _____

of PEOPLE (if requesting a food donation): _____

BRIEF DESCRIPTION OF PROGRAM OR PROJECT:

BRIEF DESCRIPTION OF ORGANIZATION'S PURPOSE:

IN ADDITION TO FILLING OUT THE ABOVE, THE FOLLOWING *MUST BE ATTACHED*:

- A written request on the organization's formal letterhead.
- A copy of the organization's recent IRS 501 (c)3 status letter.
- A current W-9
- A flyer, brochure or print information regarding the request, organization and/or event.

Requests without the required documentation will not be accepted or considered.

Request can be submitted to the following address or email:

RUIZ FOODS, Community Relations, PO Box 37, DINUBA CA 93618 or blancas@ruizfoods.com

FOR OFFICE USE ONLY: Approved Denied

Amount approved: _____

Comments: _____

Authorizing Signature: _____ Date: _____