



miami children's museum  
play • learn • imagine • create

## Donation Requests

MCM is pleased to donate complimentary passes and/or annual membership to support the fundraising efforts of local nonprofits. Due to the high volume of donation requests we receive, MCM is able to fulfill only those requests that meet the following requirements:

**Request must be submitted, in writing, at least eight (8) weeks prior to the date** in which the donation is needed (i.e. event date) and must be mailed to:

Miami Children's Museum  
c/o Donation Requests  
980 MacArthur Causeway  
Miami, FL 33132

Telephone, e-mail, and fax requests will not be accepted.

Requests need to include:

- ⓐ Request must be in writing on organization's letterhead with Organization's legal name, mission statement, and description of primary program(s)
- ⓐ Name, address, phone number, and email of person who is familiar with the organization and of the request
- ⓐ Event description, date, and expected number of attendees
- ⓐ Types of marketing materials MCM's name will appear on (i.e. program book, auction guide, table signage, etc.)
- ⓐ Include a self-addressed, stamped envelope

Requests are limited to one per organization per calendar year

We may be unable to honor every request. You will be notified in writing as to whether your request has been approved. Please allow at least two (2) weeks for processing from the date you sent your request. If you have any questions, please email [donations@miamichildrensmuseum.org](mailto:donations@miamichildrensmuseum.org)

Please Note:

The donated passes/membership may not be redeemed at MCM for its cash value. Lost, stolen or expired donated passes/membership will not be replaced.