

**Eligibility for City Donation of Fees**

- 1. All Governmental Projects
- 2. Projects receiving federal, state, or local government direct funding or tax credits
- 3. Projects by Non-profit organizations with 501(c) 3 or 501(c) 4 status



The Planning Department  
Reviews All City  
Donation Requests for  
Accuracy

**City of Gillette**

**Donation Request for Project Fees**

All City Donation Requests Will Start in the Planning Department (One Project Per Request Form)

REQUEST DATE: \_\_\_\_\_ (All Fields MUST Be Completed.)

**Water/Sewer Plant Investment Fees**     **Electrical Capital Contribution Fees**     **Permit Fees**

Physical Address: \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_ Subdivision \_\_\_\_\_

Project Name: \_\_\_\_\_ Requestor Name: \_\_\_\_\_

Requestor Mailing Address: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

\_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip

Requestor E-mail Address: \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_

Water Meter Size: \_\_\_\_\_ Electrical Service Size \_\_\_\_\_ Amps \_\_\_\_\_ Volts  
 \_\_\_\_\_ Residential    \_\_\_\_\_ Commercial    \_\_\_\_\_ Single Phase    \_\_\_\_\_ Three Phase

Amount Requested to be Donated: Water: \$ \_\_\_\_\_ Sewer: \$ \_\_\_\_\_ ECC: \$ \_\_\_\_\_ Permit: \$ \_\_\_\_\_

Amount Requested to be Donated: \$ \_\_\_\_\_

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Printed Name    Signature    Title

A detailed written request must be attached to the Donation Request.

***For City Use Only (To be completed and routed by the Clerk's Office):***

**Date City Council acted On:** \_\_\_\_\_ **Action Taken:** \_\_\_\_\_ **Approved**  
**Amount Approved to be Donated: \$** \_\_\_\_\_ **Denied**

Routing:

*White-Building Insp.*  
*(Photocopy: Customer Service; Planning)*

*Yellow-Customer*

*Pink-Finance*

*Goldenrod-Warehouse*