



New York State Correctional Officers
& Police Benevolent Association, Inc.
102 Hackett Boulevard - Albany, NY 12209
(518) 427-1551 www.nyscopba.org nyscopba@nyscopba.org



ACKNOWLEDGMENT REQUEST FORM

Today's Date: _____

Recipient

Organization Name: _____

Address: _____

To Whom It May Concern:

Enclosed is a check in the amount of \$ _____ made payable to

_____ for

(reason for donation / sponsorship)

Please send a Letter of Acknowledgment* to:

New York State Correctional Officers & PBA, Inc.

Facility: _____

Name: _____

Address: _____

City: _____

State / Zip Code: _____

Additional Notes:

*(*Acknowledgment letters must be written on the letterhead of the organization the funds were intended for)*