



LEGACY  
V I L L A G E

## **CHANGE FOR CHARITY** **- How to Apply -**

Thank you for your interest in submitting a request to Legacy Village for a donation to your organization or cause. Change for Charity is a program that was created by Legacy Village and receives its funds from the use of the parking meters by the patrons of Legacy Village. Therefore, we encourage you and members of your organization to use the parking meters so that this program can continue to sustain itself.

The purpose of Change for Charity shall be to primarily support philanthropic and other charitable purposes in the City of Lyndhurst and contiguous communities. Change for Charity would prefer to donate to more smaller causes rather than fewer larger causes. Change for Charity will also consider proposals that support the merchants of Legacy Village, either with public relations or otherwise.

### **Change for Charity requires the following criteria be submitted in order to consider your request -**

1. Your request must be in written form and submitted to:  
Legacy Village—Change for Charity  
25333 Cedar Road, Suite 303  
Lyndhurst, OH 44124  
Attn: General Manager  
  
Or sent via email to [ChangeForCharity@first-interstate.com](mailto:ChangeForCharity@first-interstate.com) or sent via fax to 216.382.6206.
2. Your request must include a detailed outline or summary of how the funds will be utilized.
3. Your request must include the dollar amount of the requested donation.
4. Change for Charity will disburse funds on a quarterly basis, therefore, your request must be submitted at least two (2) weeks prior to the end of a quarter. Change for Charity will notify you of its decision within three (3) weeks of the end of the quarter.

Should you have any questions, please contact The Legacy Village Management Office at 216.382.3871. Please press 0 to be connected to the office.