

# Rotary Club of Riccarton

## APPLICATION FOR SUPPORT

This form can only be submitted by an authorised organisation or an individual. A responsible person needs to verify the information given and support the application.

<b>DETAILS OF ORGANISATION / INDIVIDUAL SUBMITTING APPLICATION:</b>	
Name:	
Address:	
Phone (Day)	Phone (Evening)
email	
Contact Person:	Position:

<b>DETAILS OF PERSON REQUIRING ASSISTANCE (IF APPLICABLE)</b>	
Name:	Age:
Address:	
Phone (Day)	Phone (Evening)
email	

<b>FUNDING REQUIRED:</b>	
Total Amount Required	\$
Amount Contributed by Self	\$
Amount sought from Others **	\$
Amount sought from Riccarton Rotary	\$
<b>** Please list other organisations approached and amount sought from them:</b>	
Date assistance required by:                      /              /	
Note: Committees meet only once a month	
Note: If applicant is an organisation you will be asked to enclose latest balance sheet. If an individual you may be asked for income information	
Are you receiving any budgeting or financial advice? (circle one)              YES              NO	

[illegible]

Names, addresses and phone number of 2 referees from whom the Rotary Club of Riccarton can obtain a confidential report		
Name:	Address:	Phone:
Name:	Address:	Phone:

I declare that the information in this application is to the best of my knowledge accurate and correct:

Scan and/or email your application to: [applications@riccartonrotary.org.nz](mailto:applications@riccartonrotary.org.nz)

# Rotary Club of Riccarton

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## Funding Application Cover Letter

To all applicants:

- The Rotary Club of Riccarton receives many requests for financial assistance and is not able to contribute to them all. Preference will be given to applications that best meet our criteria of measurable benefits to both the individual and the community. Therefore it is critical that you complete the attached application form accurately, honestly and fully.
- The Rotary Club of Riccarton contributes to community projects and charitable organisations as well as to individuals seeking support.
- In all cases our club will consider, among other things, the achievements and opportunities available to the applicant, the efforts and contribution made towards the total cost and the immediate or potential benefits to the community.
- No application will be considered unless it is on the official application form or submitted through the web site
- No donation will be made to a “general fund” – they must be to meet a specific expenditure and copies of receipts for that expenditure must be forwarded to the club.
- The Rotary Club of Riccarton reserves the right to consider branding of the club if applicable and to issue press releases of our support with the approval of grant recipients.
- Priority may be given to applications from within the zone of the Rotary Club of Riccarton but applications from outside that zone will be considered.
- The various committees of the Rotary Club of Riccarton only meet once a month. Please ensure that your application is in to us early as it may take some time to be considered.
- Please do not use this form for applications to the Riccarton Rotary Youth Trust. Refer to their web page ([www.rryt.org.nz](http://www.rryt.org.nz)) for confirmation of their application procedures.
- Scan and/or email your application to: [applications@riccartonrotary.org.nz](mailto:applications@riccartonrotary.org.nz)