

 **Mail or email completed form and documents to:**

**Rotary District 5170 Foundation**

**2570 N. First Street, Suite 200**

**San Jose, CA 95131**

 **email:** **admin@rotarydistrict5170.org**

**Subject: Fund Request-D5170 Foundation**

**Rotary District 5170 Foundation**

**Fund Request Form**

Club/Group Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Payable to: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

501c(3): Yes\_\_\_\_\_\_ No\_\_\_\_\_\_

Amount: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fund Description:

Purpose of payment:

Proposed date of distribution of funds: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Requested by:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Print Name (must be Club or Group President/Treasurer)

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Allow thirty days for payments from the day the District Foundation Board Treasurer receives your request. All payments must be for charitable purposes in accordance with the Internal Revenue Code Section 501c(3). Please attach all supporting expense documents to this form. Failure to do so will result in payment delay.

***Foundation Use Only:***

Date received:\_\_\_\_\_\_\_\_\_ Request #:\_\_\_\_\_\_

Date Check written:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Check number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Amount of check: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailed on: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Rotary International District 5170

District foundation Board