

**ROTARY CLUB REQUEST TO USE  
THE ROTARY DISTRICT 7475 FOUNDATION**

\_\_\_\_\_  
*Date*

Robert Button, PDG  
11 Welsh Farm Road  
Long Valley, NJ, 07853

rbttn@aol.com  
Home – 908-867-2042  
Cell –201- 317-2505

Dear PDG Button,

The Board of Directors of the Rotary Club of \_\_\_\_\_  
held a meeting on \_\_\_\_\_ at which a quorum was present. It was agreed  
that we would like to use the services of the Rotary District 7475 Foundation to  
process revenues and expenses for our project described below:

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

The Club hereby authorizes the following individuals to be responsible for all  
generated revenues and expenses associated with this project as appropriate.

\_\_\_\_\_  
*Enter name and contact information*

\_\_\_\_\_  
*Enter name and contact information*

Please let me know at your earliest convenience if this project is approved for  
participation so we can proceed.

Very truly yours,

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Print name*

\_\_\_\_\_  
*Title*

**ROTARY DISTRICT 7475 FOUNDATION  
CLUB APPLICATION FORM**

DATE OF APPLICATION: \_\_\_\_\_

LEGAL NAME OF ORGANIZATION: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

ORGANIZATION ADDRESS: \_\_\_\_\_

PROJECT LEADER: \_\_\_\_\_

CONTACT INFORMATION: \_\_\_\_\_

PURPOSE OF FUNDS: \_\_\_\_\_

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

APPROXIMATE LENGTH OF PROJECT: \_\_\_\_\_

START DATE: \_\_\_\_\_

END DATE: \_\_\_\_\_

PERSONS AUTHORIZED TO REQUEST RELEASE OF FUNDS FROM THE ROTARY  
DISTRICT 7475 FOUNDATION:

1. \_\_\_\_\_

2. \_\_\_\_\_

PLEASE ATTACH A LETTER OF AUTHORIZATION FROM THE BOARD OF DIRECTORS OF  
THE SPONSORING ORGANIZATION AUTHORIZING THE USE OF THE ROTARY DISTRICT  
7475 FOUNDATION FOR THE STATED PURPOSE.

THE NAMES OF THE INDIVIDUALS AUTHORIZED TO DISBURSE THE FUNDS MUST BE  
LISTED IN THE LETTER.

THE LETTER MUST BE SIGNED BY THE BOARD CHAIR AND MAILED WITH THIS FORM  
TO THE FOUNDATION CHAIRMAN.

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QUESTIONS? - PDG BOB BUTTON, FOUNDATION CHAIRMAN  
11 Welsh Farm Road, Long Valley, NJ 07853

Email – rbttt@aol.com - Phone - 908-867-2042

Please mail checks to District 7475 Foundation Treasurer Michael Townley

165 Palmer Avenue, South Plainfield, NJ 07080-2223