ROTARY CLUB OF (Club Name) FUND\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

(Name of Recipient of Funds)

(Title)

(Name of Organization)

(Address of Organization)

Dear (Name of Fund/Grant Recipient),

The Rotary Club of (Club Name) has advised the Rotary District 7500 Foundation. Inc. it would like a grant of ($0000) to be made to (Name of Recipient/Organization). Our Trustees are pleased to honor this request and enclose a check for that sum from the Rotary Club of (Club Name) Fund of our Foundation.

Please be good enough to acknowledge the grant directly to the (Rotary Club of (Club Name), (Club President’s Name, President), (Club Address), (City, NJ 00000) or other entity as applicable)

Our best wishes.

Sincerely,

(Name of Foundation Chairperson)

Chairperson

Rotary District 7500 Foundation, Inc.

Enclosed: Check

C: Rotary Club of (Club’s Name), (President’s Name/Title), or entity as applicable