

## University City Kiwanis Club Donation Request Application

Name of organization: \_\_\_\_\_

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

City, state, zip: \_\_\_\_\_

Contact person: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

Year established: \_\_\_\_\_ Tax status: \_\_\_\_\_

Current fiscal year budget \$: \_\_\_\_\_

Request dates - from: \_\_\_\_\_ to: \_\_\_\_\_

Funds used for Administrative cost: % \_\_\_\_\_ Amount requested: \$ \_\_\_\_\_

Brief request summary \_\_\_\_\_

\_\_\_\_\_

Estimated number of children who will benefit from the request: \_\_\_\_\_

City and/or county in which request will take place: \_\_\_\_\_

Amounts and dates of previous donations received from the University City Kiwanis: \_\_\_\_\_

\_\_\_\_\_

**Please attach the following items:**

1. Financial statement that includes the operating budget.
2. Reference(s): list at least 2.
3. A copy of IRS 501(c)(3) exemption letter or other proof of tax-exempt status (if applicable).
4. A list of your major contributors (attach if they are published).

**Applicant has read, understands, and agrees that the information is accurate.**

Authorized signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print name: \_\_\_\_\_ Title: \_\_\_\_\_

**Email** or Mail to: [kiwanis.donationrequest@gmail.com](mailto:kiwanis.donationrequest@gmail.com)  
University City Kiwanis Club  
1004 Compton Road  
Greenville, NC 27858

### Finance Committee Use Only

Approved:    Yes    No    Amount: \$ \_\_\_\_\_    Committee comments: \_\_\_\_\_

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