



Vance Spouses' Club Welfare Request Form

Welfare Request Information & Tips

- Please fill out the form below with as much detail as possible. You may use additional paper if needed.
- **Requests must be submitted no later than March 31, 2024 to be considered for the spring fund distribution.** All requests will be reviewed and funds will be distributed by May 31, 2024 unless funds are needed sooner which should be indicated on this request form. The board does not meet during June, July, and August; therefore, welfare requests received during the summer will not be reviewed until September.
- Items to consider on the request: How will the money benefit the community? What are the long-term effects of the donation? Have there been efforts to raise funds on your own? How many people will benefit from this donation? Have funds been received from other organizations?
- Please e-mail additional questions to vancespousesclub@gmail.com

Organization: _____ POC: _____

Address: _____ City/State/Zip: _____

Phone: _____ E-mail: _____

Requested Amount (partial funding may be approved): _____ Date Funds Needed by: _____

Funds to be used for (be as detailed as possible): _____

Total Cost of Project: _____ Number of People who will directly benefit from the funds: _____

Other sources of funds received/requested for this purpose: _____

Signature _____ Title _____ Date _____

Requests can be mailed to: P.O. Box 5803, Enid, OK 73702 **OR**

Requests can be E-mailed to: vancespousesclub@gmail.com

For Treasurer's Use Only

Approved/Denied Date	Voucher #	Check #	Amount Paid	Initials	Date Deposited