



Wantage Town Council  
Council Offices - Portway - Wantage - Oxon OX12 9BX

## DONATION REQUEST FORM

<b>Name of your organisation:</b>	
<b>Address of organisation:</b>  Website address:  Telephone no:  Email address:  Fax no:	<b>Contact address (if different):</b>    <b>Name of contact person and position within the organisation:</b>
<b>What is the purpose and main activity of your organisation?</b>	
<b>Please give details of what you require funding for with a breakdown of costs involved.</b> (In some cases we may not be able to match the amount in full, please provide a breakdown of individual items where possible.)	
<b>Please state amount you wish to receive.</b>	
<b>When will you require the money?</b>	

**Please explain how the local community would benefit.**

**Approximately how many people will benefit from the funding provided.**

**Please give the timescales involved with your project.**

**Please inform us of any other sources of funding applied for or approved, and provide an up to date financial statement and balance sheet**

**Please give detail of any additional resources attracted to your organisation as a direct result this donation e.g. Government or sports match funding.**

<b>Is your organisation a registered charity?</b>	
<b>If yes, please state the charity number.</b>	
<b>Signature of the person submitting the form:</b>	<b>Date:</b>

**Please complete the form and return it by post to the above address or by email to [wantageclerk@btconnect.com](mailto:wantageclerk@btconnect.com). Donation requests are considered by the Policy, Management and Finance Committee. A timetable of meetings is available on the website [www.wantage.com/council](http://www.wantage.com/council). Requests should be submitted at least a week before a meeting.**