

CITY OF WANNEROO DONATION REQUEST FORM

GROUP DETAILS

Name of Organisation or Group: <i>(Cheques will be made out to this name, please ensure an account is available)</i>			
Contact Person <i>(all mail will be addressed to this person)</i>			
Postal Address			
Phone No:		Email Address:	
Incorporated? Yes <input type="checkbox"/> No <input type="checkbox"/>	Year of Incorporation:	ABN: <i>(If not, please complete attached Statement by Supplier.)</i>	
Is your organisation registered for GST? Yes <input type="checkbox"/> No <input type="checkbox"/>	Basis of operation: <input type="checkbox"/> Commercial <input type="checkbox"/> Not For Profit <input type="checkbox"/> Registered Charity		

ABOUT YOUR ORGANISATION

Describe the role of your organisation:			
Where do you operate from and in what area? (eg. Suburbs)			
Membership:	No. of members:	How many are residents of the City of Wanneroo?	

ABOUT THE PROJECT OR EVENT

Name of Project or Event:			
Date and Time:		Location and Venue:	
Who can attend?			
Purpose of project or event:			
If in the City of Wanneroo, has an Event Approval Form been submitted? <i>(Event Approval Forms are available by contacting the City of Wanneroo on 9405 5000)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Is there an entry fee <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, how much is the fee?
What will the donation be used for specifically?:		Will income be generated as a result of event or project? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, how will this be used?
How will your organisation acknowledge City of Wanneroo support?		Is the event:	<input type="checkbox"/> One-off Event <input type="checkbox"/> Regular Event

PROJECT OR EVENT BUDGET SUMMARY

Total Cost of Project/Event:	\$
Amount contributed by your organisation:	\$
In kind contribution, (e.g. volunteer time):	\$
Amount from other sources, (e.g. other funding, sponsorship):	\$
Amount Requested from City of Wanneroo:	\$