

WINCHAM PARISH COUNCIL

Clerk: Mrs N Morris 22, Churchfields, Bowdon, Cheshire. WA14 3PJ.

Telephone: 0161 926 8645

email: winchampc@talktalk.net

THIS FORM IS TO BE COMPLETED BY ALL APPLICANTS REQUESTING A DONATION FROM WINCHAM PARISH COUNCIL

1. NAME

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2. ADDRESS

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3. REGISTERED CHARITY NUMBER (IF APPLICABLE)

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4. TELEPHONE NUMBER

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5. E MAIL

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6. SIZE OF DONATION REQUESTED

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7. PLEASE GIVE DETAILS OF WHY A REQUEST FOR A DONATION IS BEING MADE AND HOW A DONATION WOULD BE USED

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8. PLEASE EXPLAIN HOW THE RESIDENTS OF WINCHAM WOULD BENEFIT FROM THE DONATION (IF APPLICABLE)

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9. PLEASE CONFIRM THAT THIS REQUEST FORM WILL BE SUBMITTED TOGETHER WITH A QUOTATION DETAILING HOW THE FUNDS WILL BE SPENT. YES/NO

10. IF THE ANSWER TO QUESTION 9 IS "NO", PLEASE GIVE REASONS

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11. PLEASE CONFIRM THAT RECEIPTS (OR COPIES) WILL BE FORWARDED IN DUE COURSE TO WINCHAM PARISH COUNCIL TO ACCOUNT FOR HOW ANY DONATION RECEIVED HAS BEEN USED. YES/NO

12. IF THE ANSWER TO QUESTION 11 IS "NO", PLEASE GIVE REASONS

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13. ANY OTHER COMMENTS YOU WISH TO MAKE

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Please return this form to the above e mail or postal address.

Please note that all requests for donations will be considered at full Parish Council Meetings, held once a month, except for August and December.