

**LOS ALAMOS VALLEY MEN'S CLUB**  
**Donation Request Form**

Organization \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email address \_\_\_\_\_

Year Organization was Established \_\_\_\_\_

Contact \_\_\_\_\_ Job Title/Position \_\_\_\_\_

Years with Organization \_\_\_\_\_

Is this donation request for an individual or an organization? (Note: To maintain its tax-exempt status, LAVMC must operate exclusively for "charitable" purposes, which precludes its net earnings going to the benefit of private individuals. This requirement usually may be met if our check is made payable to the organization.)

\_\_\_\_\_  
Description of Project/Program Please include projected timeline, goal of project/program, intended outcome/use. Please also indicate what has been completed so far as well as any additional planned fundraising efforts.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Please describe exactly what you wish the Los Alamos Valley Men's Club to donate (i.e. Dollar amount, volunteerism, clubhouse space, etc.) Please indicate how our donation will be used to satisfy your group's objectives.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Has this organization/individual applied for a donation from the LAVMC previously? \_\_\_\_\_  
If so, when was the request and for what purpose? If more than one donation has been awarded, please indicate only those this year and the most recent.

\_\_\_\_\_  
Have you or your organization ever volunteered through the Los Alamos Men' Club?

\_\_\_\_\_

If so, when and for which event(s)?

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Would you and/or your organization be willing to volunteer through the Los Alamos Men's Club for future community events?

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If a donation is awarded, please indicate to whom the check should be made out to as well as the mailing address. (Note: To maintain its tax-exempt status, LAVMC must operate exclusively for "charitable" purposes, which precludes its net earnings going to the benefit of private individuals. This requirement usually may be met if our check is made payable to the organization.)

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If a donation is awarded, the LAVMC requires a follow up report to be submitted within one month of project/program completion stating the outcome and any additional details you feel would be useful or interesting or necessary for our organization to know. This may be done in person at our monthly membership meeting or in writing. Are you willing to commit to this?

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*Donation requests will normally be presented at the monthly Board meeting which is held the first Thursday of each month. All donation requests must be submitted in writing prior to the monthly Board Meeting. Approved requests will then be proposed to the General Membership during the next General Membership Meeting, held on the third Thursday of each month. You may be asked to attend either a Board Meeting or General Membership Meeting to present further information, at the discretion of the LAVMC Board.*

Mail request to: LAVMC P.O. Box 13 Los Alamos Ca 93440

*Email to:* [presidentray@lavmc.org](mailto:presidentray@lavmc.org)

To fill out this PDF form, Download to your computer, open it in a PDF editor like Adobe Acrobat or Acrobat Reader, navigate to the "Fill & Sign" tool, and then click on the form fields to type, check boxes, or add signature, then Click The Green Button Below.

-----Please Do Not Write Below This Line. Official Club Business Only-----

Donation request granted in the amount of \_\_\_\_\_

Donation not granted due to \_\_\_\_\_

If not from "Donations Account", account to be used \_\_\_\_\_