



Swift Water VPO Funds Request Form

This form is to be completed following the Swift Water VPO Funds Request Policy. Requests received which have not been through the written process as per the Policy will not be granted.

THIS IS A TEMPLATE. PLEASE MAKE A COPY.

Section 1

To be completed by Swift Water Elementary Funds Request Originator

Name:	
Date of Request:	
Amount Requested \$:	
Date Funds Required by:	
Request for (what will the money help to purchase):	
Who will benefit from this expenditure: (grade #, whole school etc.)	
Who will purchase: - School and invoice raised - VPO	

Section 2

To be completed by Swift Water Elementary Site Council

Date Received:	
Request approved / not approved:	

Section 3

To be completed by Swift Water VPO

Date Received:	
Membership Approval Needed: Y/N	
Request approved / not approved:	

