



Angel Fund Policy and Request Form

POLICY

1. Purpose: Oregon Spirit Chorus has established the Angel Fund to assist chorus members with chorus competition expenses.
2. Policy: The financial aid is intended to be a one-time-only grant. Aid is given subject to availability of funds. The names of Donors and Applicants are kept confidential. The Finance Manager will make the disbursement on behalf of the Applicant, not directly to her.
3. Terms: Repayment is voluntary, but if the Applicant has an opportunity to repay the funds, she is encouraged to do so and help another sister in song. If the loan is repaid, the member may borrow again at some future date. If the loan is not repaid, it is considered a one-time loan.

REQUEST:

DATE: _____ AMOUNT REQUESTED: \$ _____

APPLICANT NAME: _____
(Print)

PAYEE: _____
(Print name)

(mailing address)

PURPOSE: _____

APPLICANT SIGNATURE: _____

FINANCE MANAGER ONLY:

Date Paid: _____ Amount Approved: \$ _____

Check No. _____ Finance Manager's Initials: _____