

DOCKING PARISH COUNCIL

Grant Application Form

Please complete the form in black ink and capitals letters

Details of Organisation:	
Name of organisation:	
Address for correspondence:	
Contact Name:	
Position in organisation:	
Telephone number:	
Email:	
Is the organisation a Registered Charity? (If so, please provide charity number)	
Summary of aims and objectives:	
Number of members in the organisation:	
Number of members in the organisation that reside in the parish:	

Details of Grant applied for:	
What would the grant be used for?	
How would it benefit the parish?	
Total cost of the project? Please provide details of how this figure is built up	
Total amount requested?	
Funds available from the organisation's own resources for this project	

Have you applied or received any grants/donations from any other sources for this project? If so who and for how much?	
Current bank balance (please state date)	

Bank Account:	
Name stated on Bank Account:	

Declaration:	
We confirm that we are making an application on behalf of the organisation named.	
We undertake on behalf of the organisation that any financial assistance offered will only be used for the purpose which has been granted and will be returned to Docking Parish Council if it is not required for that purpose.	
We understand that any false declaration or information may disqualify any further application and result in the repayment of any grants already issued.	
Chairperson (print name):	Treasurer/Secretary (print name):
Signed:	Signed:
Date:	Date:
For and on behalf of (state organisation):	

Check List	
Please tick the boxes to confirm that you have dealt with each item.	Tick
Grant Awarding Policy read	
All sections completed in full	
Copy of financial statements included	
Declarations and all proper signatures obtained	

If you require assistance in completing the application form or submitting the supporting information, please contact the Parish Clerk on 07591 514580

Return this form and attachments to:

Docking Parish Council, Hall Farm, Sedgeford Road, Docking, Kings Lynn, Norfolk, PE31 8LJ or email docking.council@gmail.com