

Checklist for The Villages Community Fund Application



**PLEASE NOTE APPLICATIONS WILL NOT BE ACCEPTED UNLESS ALL THE
RELEVANT DOCUMENTS ARE INCLUDED.
THIS FORM MUST BE RETURNED WITH YOUR COMPLETED APPLICATION.**

Group Name		
I have read and understood the guidelines / notes to applicants		
I have completed the Application Form		
We have not previously applied for funding from the Fund for the same or similar items		
I have enclosed quotes / estimates and or other evidence of costs (e.g. copy of catalogue pages)		
As a group we have accounted for all previous grants received from the Villages Community Fund and have returned all outstanding End of Project Reports		
I have enclosed a signed copy of our Constitution	The group name on these documents must match exactly	
I have enclosed a copy of a recent bank statement (showing the account name and details)		
I have enclosed our Annual Accounts or Income and Expenditure statement, audited or signed as approved by our chair or other senior office holder		

Signed **Dated**

Position.....