

TABS FOR TOTS APPLICATION



Return completed form to:
Alberta Elks Foundation
Box 445
Bentley AB T0C 0J0

Please Print Clearly And Use Black Ink

File Number: _____ Elks # _____ Royal Purple Elks # _____

Sponsoring Lodge: _____

Lodge Address: _____ Postal Code: _____

Contact E-mail: _____ Phone Number: _____

Hospital: _____

Contact Name: _____

Contact's Phone Number: _____

Equipment Being Sponsored: _____

Equipment Purpose and Description (attach literature if available): _____

Total Cost of Equipment: _____ Amount Requested: _____

Other Contributors if Applicable: _____

Exalted Ruler/Honoured Royal Lady

Secretary

Date

CRITERIA FOR TABS FOR TOTS APPLICATIONS

1. All applications must be sponsored by an Elks or Royal Purple Elks Lodge.
2. All applications must include authorization from the sponsoring Lodge to make the application; i.e. copy of the motion.
3. Any project in excess of \$5,000 will be determined to be a capital project and will not be considered by the Trustees.
4. Applications for items intended for delivery rooms, nurseries, or paediatric wards will only be accepted for consideration by the Trustees.
5. All applications must be submitted to the Foundation Office no later than May 1st of each year, to be eligible for consideration by the Foundation Trustees.
6. Consideration of any application will be at the discretion of the Trustees.
7. First consideration will be given to those areas that have not received a contribution in the previous two (2) years.
8. It is suggested that all applications in excess of \$2,000 be considered a joint donation to be shared with the sponsoring Lodge and the Foundation Tabs for Tots.
9. Priority will be given to non-regional hospital and health unit applications.
10. Proper support information and additional materials to accompany the application is strongly suggested to assist the Foundation Trustees in their consideration of each application.