



# REQUEST TO FACILITATE CHARITABLE FUND-RAISING PROJECT

\_\_\_\_\_ Lions Club ("Club") a member club of the Lions Charity Foundation of District 24D, Inc. a Virginia non-stock corporation ("Foundation"), hereby requests the assistance of the Foundation to facilitate its charitable, scientific, literary, or educational purposes ("Charitable Purposes") to the extent permitted under 501-c-(3) of the Internal Revenue Code of 1986, as amended ("Code"). The donor of the following fund-raising ("Project") has required that all funds be payable to a charitable entity exempt from taxation under the Code:

If approved by the Foundation, all proceeds of the project received by the Foundation shall be subject to the following terms and conditions:

- 1- All proceeds will be held by the Foundation in an unsegregated account pending receipt of the Club's written direction contained on Page 2 of this form.
- 2- Distribution of proceeds may only be for charitable purposes.
- 3- If the Club desires that proceeds be used to provide assistance to a needy individual, the check from the Foundation shall not be payable directly to the individual but to the entity providing services to such an individual.
- 4- All interest, dividends and earnings on the proceeds will be retained by the Foundation for its unrestricted use.
- 5- Unless the Club directs distribution of the entire proceeds to one or more permissible recipients within one year following receipt by the Foundation, all remaining proceeds of the Project shall be deemed an unrestricted donation to the Foundation.
- 6- The Club shall provide the Foundation with receipts from all payees for proceeds of the Project to whom the Club directs payment.
- 7- If requested by the Foundation, the Club shall provide the Foundation with any and all other requested documentation in order for the Foundation to ensure that the desired use of the proceeds from the Project is in fact a charitable purpose.
- 8- All restrictions applicable to the Foundation under the Code, and the Articles of Incorporation, Bylaws and Policies of the Foundation shall be applicable to the expenditure of proceeds from the Project. The Foundation shall have no responsibility to provide labor or other assistance to the Club in the operation of the project, and the Foundation shall have no fiduciary responsibility to the Club with respect to investment of the proceeds.

LIONS CLUB	BY	TITLE	DATE
DATE ACCEPTED AND AGREED (MM/DD/YY)	BY	TITLE	

**DIRECTION FOR DISBURSEMENT OF PROJECT PROCEEDS**

The Club hereby requests the Foundation to disburse \$ \_\_\_\_\_ from proceeds of the Project to \_\_\_\_\_ (name of entity), \_\_\_\_\_ (address), subject to the terms and conditions of the foregoing Request to Facilitate Charitable Fund-raising Project ("Request").

All defined terms used herein shall have the meanings assigned thereto in the Request. These funds will be solely used for the following purpose:

The Club represents that is has taken the following steps to ensure that this use of the proceeds is for a permissible Charitable Purpose:

LIONS CLUB	BY	TITLE	DATE
DATE ACCEPTED AND AGREED (MM/DD/YY)	BY	TITLE	

*(If more than one check is required for disbursement of the proceeds of the Project, a separate copy of this form shall be completed and submitted to the Foundation for each check.)*