

## DONATION APPLICATION FOR ASSISTANCE TO PURCHASE A VAN

From time to time The Canterbury Community Trust may assist an organisation to purchase a van.

Vans are not regarded as priority projects for The Canterbury Community Trust donations and such requests will be reviewed on a case-by-case basis. All requests for assistance with the purchase of a van require a **FULLY COMPLETED APPLICATION FORM** plus additional support information as required on the *attached* supplementary sheet. In making a decision, factors taken into account will include:

- a) The aims of the organisation applying and the community benefit from the van.
- b) The organisations ability to raise funds.
- c) The organisations ability to maintain and eventually replace the van.

Subject to the exercise of their discretion, Trustees will be guided by the following principles.

### Conditions:

- The maximum donation will be \$20,000.
- The amount will not exceed 75% of the cost.
- The applicant will be responsible for the on road costs and servicing needs.
- The costs of registration, Certificate of Fitness, insurance etc is the responsibility of the applicant.
- The applicant is to provide a copy of the vehicle policy for the organisation.
- The applicant must advise the Trust should they wish to dispose of the vehicle within 3 years of purchase.
- The applicant is to complete the supplementary van questionnaire.

## DONATION APPLICATION FOR ASSISTANCE TO PURCHASE A VAN

Please complete this form and return it to The Canterbury Community Trust office together with a fully completed application form.

**Organisation Name** .....

**Vehicles currently used by the organisation** .....

**Principal use of the proposed van** .....

**EXPECTED NUMBER OF TRIPS:**

	Approximate Distance	Passengers to be carried
Per day		
Per week		
Per weekend		

**OPERATING PROCEDURES:**

Please advise details regarding the following:

- Garaging of van .....
- Qualifications and guidelines for designated drivers .....
- .....
- Insurance cover/s .....
- Log book .....
- Intended strategy for van replacement .....

**BUDGET TO PURCHASE VAN:**

Van Description: .....

Total Cost: \$ .....

Organisation contribution: \$ .....

Other confirmed funding: \$ .....

**The Canterbury Community Trust Request:** \$ .....

**TOTAL:** \$ .....