

Sturgeon Bay Booster Club Funding Request Agreement

A. Funding requests must be used for the project identified and described in the funding request and related correspondence, and may not be expended for any other purposes without the Sturgeon Bay Booster Clubs prior written approval. Grantee accepts responsibility for complying with this agreement's terms and conditions and will exercise full control over the expenditure of funds.

B. The Sturgeon Bay Booster Club reserves the right to discontinue, modify or withhold any payments to be made under the funding request or to require a total or partial refund of any funding request, if it, in the Sturgeon Bay Booster Clubs sole discretion, deems such action is necessary: (1) because Grantee has not fully complied with the expectations and terms and conditions of the funding request; (2) to protect the purpose and objectives of the funding request and any other charitable activities of the Sturgeon Bay Booster Club; or (3) to comply with any law or regulations applicable to the Grantee, to the Sturgeon Bay Booster Club, or the funding request.

C. The Grantee is responsible for submitting all related invoices or receipts for the purpose of reimbursement of the funding request. Invoices and receipts must be legible. Dates, amounts and descriptions must all be clearly readable. Purchase orders, statements, or credit card statements are not allowed without the actual invoices attached. Sturgeon Bay Booster Club reserves the right to take up to 5 days to review the funding request once it is presented to the Sturgeon Bay Booster Club Board Members.

On behalf of the Grantee, I understand and agree to the foregoing terms, conditions and expectations set forth by the Sturgeon Bay Booster Club for funding requests, and hereby certify my authority to execute this agreement on Grantees behalf. YES NO

Signature of Requestor: _____

Date: _____

Print name and title of Requestor: _____