

RESOURCES REQUEST FORM

RSVP is committed to providing the necessary resources to support the work of our volunteers at partner agencies. Whether it is through the outlined activities for your day-to-day work or you have a new idea or project that you need resources for, we will be happy to review your request. Please complete this form and give it to your Programme Coordinator. It may not always be possible to provide material to all volunteers but we will do our best. You will get a feedback within two (2) working days of your request.

Volunteer's Name	
Date Requested	
Name of Partner	
Full Description of Activity:	
Date of Activity	
Number of Participants	
Materials Required (<i>full description, amount</i>)	
Volunteer's Signature	
For Internal Use Only	
Programme Coordinator	
Date Received	
Resources Provided	Yes [<input type="checkbox"/>] No [<input type="checkbox"/>] Reason if not provided:
Date Provided	