Community Investment Advisor
Syncrude Canada Ltd.
P.O. Bag 4023, MD 1000
Fort McMurray, Alberta
T9H 3H5

Telephone: (780) 790-6356

Good Neighbours Program - Employee Volunteer Application ($500 grant)

New Application

Please Note: Grants are awarded on a first-come, first-served basis upon receipt of a duly completed application. ***Due to year-end processing, please submit your application on or before November 15 of the current calendar year.*** *Syncrude Canada Ltd. shall determine the interpretation, application and administration of this program, which can be suspended, revised or terminated at any time, and its decision shall be final.*

- *To qualify for the grant, you must have completed your volunteer time (40 hrs. minimum) before submitting the application.*
- *You volunteer time must be completed within the* ***current calendar year.***
- *Please complete the entire form. Incomplete applications will be returned to the applicant.*
- *Please ensure you record the* ***Organization's legal name****.*
- *All applications must be signed by the applicant and the non-profit organization.*

Employee Applicant Information		
Mr.❒ Ms.❒ Mrs.❒	Name:	Employee No.:
Home Mailing Address:		Postal Code:
Work Address (Mail Drop):		
Telephone - Home:	Telephone – Work:	
Hire Date:	Retired Date (if Applicable):	
E-mail:	How long have you volunteered with this group?	

Organization Information		
Organization Name:		
Mailing Address:		Postal Code:
Daytime Telephone:	E-mail:	
Contact Name:	Title:	
Is the organization registered as a Charitable Organization under the Canada Income Tax Act? Yes No Charitable Registration No.		
Non-Profit: Yes: No: Other: (Specify)	What year was the organization founded?	
Description of project/purpose for requesting grant?		
Please explain your role as a volunteer with this organization?		

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Are you a member of this organizations' board or organizing committee? If yes, what is your role? **Please supply a copy of the board listing.**
How many volunteer hours do you contribute to this organization?
Per week, per month or per year?
Have you organized events for this organization throughout the year? If so, please explain.
What was the event?
Date, time and location?

Signature of Applicant: _____ Date:_____

As of December 2009, the Good Neighbours Employee Volunteer Application has been revised.
Incomplete application forms will be returned to the applicant.
Old application forms will not be accepted as of February 1, 2010.

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Organization Declaration - Employee Volunteer Application – ($500 Grant)

Organization Declaration: Please have the designated organization fill out this section.

1. We confirm that *Name of Volunteer* is currently a volunteer actively involved in our organization and has been so for a minimum of at least *40 Hours in the current calendar year*.

2. If the volunteer provides more than 40 hours of volunteer service, please advise. If the volunteer acts in a role on the organizations' board, or is an active coach, team manager or designated fundraiser/event planner, please attach examples of projects/events or a list of the current board members.

On behalf of Name of Organization, I certify to the best of our knowledge that the information contained in this application is accurate.

Name: _____ Title: _____

Signature: _____ Date: _____

As of December 2009, the Good Neighbours Employee Volunteer Application has been revised. ***Old application forms will not be accepted as of February 1, 2010.***

Please ensure that the application form is complete. This includes signatures (applicant/organization official) and applicable attachments. ***Incomplete application forms will be returned to the applicant***.

Please forward application to:

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