



DEPARTMENT OF RECREATION,  
 PARKS & CULTURAL ACTIVITIES  
 1108 Jefferson Street, Alexandria, Virginia 22314



## Financial Assistance Application

To be considered for assistance, you must complete the entire application form and return it, with supporting documentation, to the Department of Recreation, Parks and Cultural Activities. If the request is for a class or camp, return with completed registration forms to the Lee Center, Registration & Reservation Office, 1108 Jefferson St, Alexandria, VA 22314 or fax to 703.746.5585. Applicants must demonstrate need in order to receive assistance. If you have questions about this form, please call 703.746.5414 or visit our office.

FORMS MUST BE RECEIVED AT LEAST 2 WEEKS PRIOR TO THE START OF THE PROGRAM. INCOMPLETE FORMS WILL BE RETURNED.

Participant's Name \_\_\_\_\_

Parent/Guardian's Name \_\_\_\_\_ email \_\_\_\_\_

Address \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone (H) \_\_\_\_\_ (W) \_\_\_\_\_

Explain the reason for your request (attach additional sheet if necessary) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Program Cost: \$ \_\_\_\_\_ Program Name: \_\_\_\_\_

Do you qualify for free/reduced school meals?  Yes  No If yes, please attach documentation.  
 Do you receive SNAP?  Yes  No If yes, case number: \_\_\_\_\_ attach documentation  
 Do you receive TANF?  Yes  No If yes, case number: \_\_\_\_\_ attach documentation

Signature \_\_\_\_\_ Date \_\_\_\_\_

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 For Office Use Only

Approved  Denied Amount of assistance: % \_\_\_\_\_ \$ \_\_\_\_\_ Amount required to pay \$ \_\_\_\_\_

Comments:

Signature of Supervisor \_\_\_\_\_ Date \_\_\_\_\_

Signature of Director/Designee \_\_\_\_\_ Date \_\_\_\_\_