



Request to Redeem Volunteer Value Credit

Name of Group: \_\_\_\_\_

Your Name (print): \_\_\_\_\_

Title/Role in Group: \_\_\_\_\_

City Facility/Property Requested (Description & Location): \_\_\_\_\_

Date Facility Requested: \_\_\_\_\_

Time Requested for Use From: \_\_\_\_\_  AM  PM To: \_\_\_\_\_  AM  PM

Total Cost of **Rental** for Requested Facility/Property: \_\_\_\_\_

Total Number of Volunteer Value Hours Needed (1 Volunteer Value Hour = \$25 Credit): \_\_\_\_\_

**By signing below, I verify that I am authorized by the above named group to make this request on behalf of our group. I authorize the City of Roswell to apply the required number of Volunteer Value credits from this group's account toward the above requested rental fee.**

\_\_\_\_\_  
Signature of Person Submitting This Request Date

To be signed by City staff noted below to approve this credit request.

\_\_\_\_\_  
Volunteer Value Program Staff Date

\_\_\_\_\_  
City Supervisor of Requested Facility/Property Date