

**BRANCH POPPY FUND  
DISTRIBUTION REQUEST**

BRANCH NAME & NUMBER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

E-MAIL: \_\_\_\_\_ DISTRICT NO: \_\_\_\_\_

BALANCE IN POPPY FUND: \$ \_\_\_\_\_ (as of \_\_\_\_\_)

AMOUNT REQUESTED: \$ \_\_\_\_\_

HAVE YOU GIVEN TO THIS INDIVIDUAL/GROUP IN THE PAST YEAR? YES or NO (circle)

IF YES, HOW MUCH? \$ \_\_\_\_\_

DATE OF GENERAL / EXECUTIVE MEETING THAT THE REQUEST WAS APPROVED

MONTH: \_\_\_\_\_ DAY: \_\_\_\_\_ YEAR: \_\_\_\_\_ **\*\*\*\*ATTACH A COPY OF THE MINUTES\*\*\*\***

RECIPIENT: NAME/ SERVICE No./CADET UNIT \_\_\_\_\_

ADDRESS: \_\_\_\_\_

WHAT WILL THE FUNDS BE USED FOR? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What section does the request fall within the Terms of Reference of the Poppy Manual?

SECTION # \_\_\_\_\_ PAGE # \_\_\_\_\_

BRANCH PRESIDENT'S SIGNATURE

BRANCH POPPY CHAIRMAN'S SIGNATURE

PRINT NAME

PRINT NAME

DISTRICT COMMANDER'S SIGNATURE

Date: \_\_\_\_\_

COMMAND APPROVAL

Date: \_\_\_\_\_

**FORWARD THIS REQUEST, WITH ALL DOCUMENTATION TO YOUR DISTRICT COMMANDER**