

## **Guidelines for Financial Assistance Requests**

This form is to be used to request financial assistance from the Kim's Academy Black Belt Association (KABBA). You may use this form to request financial assistance for any purpose that will positively reflect on the Kim's Academy name, and will further education or knowledge about Kim's Academy of Tae Kwon Do.

Please note that while all requests are encouraged and will be considered, not all requests may be granted. Please have a back up plan in case your request is not granted due to time or financial constraints.

While the monetary amount given will not have to be repaid, service to the main school is required for financial assistance to be given.\* Please provide the amount of time and activity that will be done. A good rule of thumb is to allow one hour for every \$100 requested. Some examples of services are listed below.

- Cleaning the dojang before/after Saturday Class or Sparring Class (Including vacuuming and mirrors)
- Cleaning the bathrooms (including mirrors and showers)
- Helping with Main Dojang maintenance and repairs (paint, pulling weeds, minor repairs, etc)
- Set up/tear down cookout supplies for April/October Cookouts and Christmas Banquet

*\*Exceptions can be made for schools outside the Wichita area.*

# **Kim's Academy Black Belt Association Financial Assistance Request Form**

**Name:**

**Telephone Number:**

**E-mail Address:**

**Branch:**

**Instructor:**

**Amount Requested:**

**Reason:**

**Service to be provided:**

**Signature:**

**Date:**

By signing this form (or typing your name in the signature field), you acknowledge and agree to the terms on the Guidelines for Financial Assistance Requests form. Requests will only be accepted if complete and signed. Please keep a copy for your own records.