

**EQUIPMENT BANK REQUEST FORM**

**Footsteps Foundation funds 50% of the cost towards specialist equipment that is used and recommended by our therapists at Footsteps.**

**CHILD’S NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PARENT’S NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**EQUIPMENT REQUEST**

|  |  |  |
| --- | --- | --- |
| **ITEM** | **SUPPLIER** | **TOTAL COST**  **(INC VAT & DELIVERY)** |
|  |  |  |
|  |  |  |
|  |  |  |
| **TOTAL COST OF ITEMS** | | **£** |

**Name of therapist(s) who has/have recommended the above equipment**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**50% of total cost:**

Please note, Footsteps Foundation can pay a maximum of £200 for each child over the course of a year (depending on available funds).

£

Checklist:

Footsteps Foundation cannot contribute towards the cost without an invoice or order confirmation.

**Order invoices**

**Please provide your account details in order for Footsteps Foundation to transfer 50% of the cost to you.**

Name of Account Holder \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Account Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sort Code \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please send your completed request form along with your order invoices to Footsteps Foundation, 4 Queen Street, Dorchester-on-Thames, OX10 7HR or email to maggie@footstepsfoundation.com**