

Benevolence Request Form

When a church assists church members or other individuals, the IRS requires the church to keep certain documentation and records on individuals the church has helped. This form should be filled out each time the church helps a person financially. This confidential form should be kept with the church's financial records.

*Name of

Applicant _____

Street Address _____

City _____ State _____ Zip Code _____

Phone Number _____

Brief description of assistance requested:

Date: _____

Signature of Applicant _____

Assistance granted or not granted:

Relationship to the church members or church leaders:

If the applicant was related, did the applicant receive special treatment?

Benevolence Committee Members:
