

RESOURCE REQUEST FORM

1120 N Peoria, Tulsa 74106 ♦ Phone: 583-3670 ♦ Fax: 583-3097 ♦ www.tulsacan.org



1. Church / Ministry Information

Church / Ministry Name: _____ Partner # _____

Church / Ministry Liaison: _____ Phone: _____ Email: _____

Back-Up Liaison: _____ Phone: _____ Email: _____

Best Day/Time for Church to Pick up Furniture to Deliver to the Recipient:

Tuesday 1-4PM Wednesday 1-4PM Thursday 1-3PM Saturday 9AM-2PM

Church rep who will pick up items: _____ Phone: _____ Email: _____

Official Use Only: Officially Agreed Upon Day/Time for Church/Ministry to Pick Up: _____

2. Recipient Information

Recipient's Name: _____ # in family: _____ Address: _____

Church Membership (if any): _____ General Intake Form Attached: Yes No

3. Furniture & Appliances Needed

Items requested	quantity	value each	tot. value	comments	avail/rec
<input type="radio"/> Mattress & Springs <input type="radio"/> twin <input type="radio"/> full <input type="radio"/> queen <input type="radio"/> king		x \$100 x \$150 x \$200 x \$250	= \$ = \$ = \$ = \$		
<input type="radio"/> Dresser <input type="radio"/> long <input type="radio"/> tall <input type="radio"/> +mirror		x \$100	= \$		
<input type="radio"/> Sofa <input type="radio"/> w/ pullout bed		x \$150	= \$		
<input type="radio"/> Washing Machine		x \$150	= \$		
<input type="radio"/> Dryer <input type="radio"/> gas <input type="radio"/> electric		x \$150	= \$		
<input type="radio"/> Stove <input type="radio"/> gas <input type="radio"/> electric		x \$100	= \$		
<input type="radio"/> Refrigerator <input type="radio"/> full size <input type="radio"/> apt. size		x \$150	= \$		
<input type="radio"/> Freezer		x \$100	= \$		
<input type="radio"/> Entertainment Center / Book Shelf		x \$200	= \$		
<input type="radio"/> Dining Room Table		x \$200	= \$		
<input type="radio"/> Dining Room Chairs		x \$25	= \$		
<input type="radio"/> Living Room Chair		x \$50	= \$		
<input type="radio"/> End Table		x \$50	= \$		
<input type="radio"/> Desk		x \$75	= \$		
<input type="radio"/> Computer (bring a computer expert to select/set up)		x \$75	= \$		
<input type="radio"/> Thrift voucher (1 per family member in house)		x \$25	= \$		

1. Churches and ministries who wish to receive resources must be partners of the Cornerstone Assistance Network.
 2. Families being served must complete an intake form.
 3. Churches give thrift store vouchers to families for clothes and minor items (sheets, microwaves, dishes, lamps, rugs, toys, etc).
 4. One of the pre-approved representatives of your church/ministry must be the one filling out this form and assigning who picks up the requested resources and delivers to family. Family receiving items does not come to pick up.
 5. If any items on your form are not available when you pick up the items, we ask that you fill out a new Resource Request Form and a new General Intake form for the requested resources that are not available, resubmit, and call the following week.
 6. The resources received from Cornerstone must not be sold and must be used to show the love of Jesus with those in poverty.
- I hereby sign and agree that the information I have given is true and that we will uphold these Resource Center policies.**

Signature of Church/Ministry Representative _____

Name Printed _____

Date _____