



SUSSEX COUNTY POLICE ATHLETIC LEAGUE

SUSSEX COUNTY PBA LOCAL 138
P.O. BOX 520 ANDOVER, NJ 07821
www.pbalocal138.org • SCPAL138@gmail.com



To All Sussex County Organizations,

The purpose of the Sussex County PAL is to promote sportsmanship, competition and citizenship to youths throughout the Sussex County area. It is the central organization of the PBA for channeling information, instruction and financial assistance to athletic leagues and other youth activity programs sponsored by law enforcement officers.

Beginning January 1, 2013, The Sussex County PAL has implemented new procedures that will assist your organization in securing a donation.

1. All requests shall be in writing and include a letter requesting the donation.
2. Provide a copy of the organizations letter of determination from the IRS.
3. If your organization has a flyer for sponsorship please include a copy.
4. **No more than one request from your organization in a calendar year.**
5. Complete attached contact sheet and submit back to the PAL.
6. Attach your Letter of Determination from the IRS with the Non Profit classification.
7. Mail your requests to: Sussex County PAL P.O. Box 362 Andover, NJ 07821
8. Some requests may require a member of your organization to be present at our meeting to receive the check.
9. All requests should be received by the 1st Thursday of the month to be considered for that current month.
10. Meetings are held on the 4th Thursday of each month at the PBA Hall located at The Harmony Lodge, 517 Route 206 Andover, NJ 07821
11. Once we receive your request, it will be processed according to our guidelines and a check will be mailed to the address provided or you will be notified of the date and time to be present.

On behalf of the Members of the Sussex County PBA Local 138 and PAL we look forward to supporting your organization

Sincerely,

Victor Marin

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Director of Sussex County PAL