

# Benevolence

## Intake Worksheet



Person Handling this Request: \_\_\_\_\_ Date: \_\_\_\_\_

Referred by: \_\_\_\_\_ Referral:  1<sup>st</sup>  2<sup>nd</sup>  3<sup>rd</sup>

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Alt. Phone: \_\_\_\_\_

Marital Status:  Single  Married  Divorced  Widowed

Spouse's Name: \_\_\_\_\_

Number of Children Living at Home: \_\_\_\_\_

Church Affiliation: \_\_\_\_\_

Pastor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Church Status:  Member  Attendee  Non-Attendee

Employed:  Yes  No On a Budget:  Yes  No

Description of Need: \_\_\_\_\_

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Priority of Need:

High (Immediate, food, shelter, clothing)  Low (bills, credit card debt)

Action Taken: \_\_\_\_\_

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I acknowledge that I have received the gift listed above:

\_\_\_\_\_  
Name of Recipient

\_\_\_\_\_  
Date