



AMERICAN THEATRE ORGAN SOCIETY

Chair, ATOS Scholarship Committee

CARLTON B. SMITH

2175 N. IRWIN STREET

INDIANAPOLIS, IN 46219-2220

USA

(317) 697-0318

FAX: (317) 322-9379

REQUEST FOR PAYMENT OF SCHOLARSHIP FUNDS 2011

Instructions:

Once you have completed \$100.00 US of lessons you must have your professional theatre organ teacher sign and submit a copy of this form to the address above to request payment. Repeat this process until your full scholarship amount has been fulfilled. You may also provide these documents in digital form and email it to carlton55@comcast.net in lieu of sending hard copies.

Also you must attach to this form a copy of your paid receipts provided to you by your teacher indicating the amount you have paid for lessons.

Recipients outside of the USA please make sure you send paid receipts totaling the current currency exchange rate in US dollars! This information may be obtained at any bank.

Payment requests will be issued in increments of no less than \$100.00 US. However you may also wait until the full scholarship amount has been fulfilled in lessons to request the total payment. 2009 winners must submit for payment prior to April 15, 2012 in order to receive their award.

Payment requests which are to be remitted for college tuition shall be written and sent directly to your school. You must supply a copy of an official tuition statement from the school along with your student identification number and this form with a signature from the Chair of the Organ Department.

Please note that checks are never issued directly to a student.

Scholarship recipient: (please print) _____

Recipient's signature: _____

Professional theatre organ teacher: (please print) _____
(or Chair of the Organ Department)

Teacher's signature: _____
(or Chair of the Organ Department)

Signature certifies that scholarship recipient has received lessons equaling the amount in US funds indicated below.

Date of this request: _____

Monetary request for completed lessons: _____
(or college tuition) *US funds*

Payment check to be payable to: (please print) _____
Teacher or benefactor only.