



CORNERSTONE ASSISTANCE NETWORK Network Partner Item Request

3500 Noble Ave.
 Ft. Worth, Texas 76111
 Melvin Wade
 Partner & Community Services
 P: 817.632.6012
 F: 817.632.6001
 MWade@canetwork.org

Date:

Name of Network Partner:	Contact Person:
Contact E-mail:	Contact Phone:

To request items, please fill out this form and fax, mail, or e-mail it to Melvin Wade at Cornerstone using the contact info listed above. Quantities are limited and are given on a first-come, first-served basis. Upon receipt of your request, we will contact you to let you know whether or not we are able to meet your request and to arrange a pick up if applicable.

Item(s) Requested (specify quantity please) :	Value (office use)
1.	\$
2.	\$
3.	\$
4.	\$
Intended Use:	

All furniture (warehouse or thrift store) and/or items from Thrift Store floor must be approved by Store Manager before being approved and/or distributed.

Request Received	Request Reviewed:	Thrift Store Approval	Partner Contacted	Items Picked up
Date:	Date:	Date:	Date:	Date:
CAN Staff:	CAN Staff:	CAN Staff:	CAN Staff:	CAN Staff:

Scheduled for pickup on ___/___/___ at ___:___ am / pm

Partner notified of scheduled pickup date on ___/___/___ by _____

Partner Representative Signature: _____