# Zakah / Sadaqah / Fitrah Application Form

| Personal | | | Organization | | |
|---|---|---|---|---|---|
| **Applicant Name** | | | **Organization Name** | | |
| **Address** | | | **Address** | | |
| **Phone** | | **Email** | **Phone** | | **Email** |
| **Are you legal in this country?** | | ☐Yes ☐No | **Are you incorporated in US?** | | ☐Yes ☐No |
| **Are you eligible for Zakah?** | | ☐Yes ☐No | **Do you accept?** | | ☐Zakah ☐Fitrah |
| **SSN** | | | **FEIN** | | |
| **Amount Requested** | $ | | **Amount Requested** | $ | |
| **Nature of Situation** | | | **Nature of Situation** | | |
| | | | | | |
| **I declare all information provided on this form is true and correct** | | | **Signature** | | **Date** |

**INSTRUCTIONS**
- **Submit copy of your SSN card**
- **Submit copy of your US government issued photo ID or valid foreign passport**
- **After providing all necessary information and required documents, processing of application will take 2 to 3 weeks**
- **Do not contact MCMC before 2 weeks. MCMC will contact you on the provided number.**

**FOR OFFICIAL USE ONLY**

| Application ID | | ☐ Normal ☐Expedited | | ☐Zakah ☐Sadaqah ☐Fitrah | |
|---|---|---|---|---|---|
| ☐SSN Copy Attached | | ☐Photo ID Attached | | Total Donated This Year: $ | |
| **Received By** | | **Signature** | | **Date** | |
| **Reviewed By** | | **Signature** | | **Date** | |
| **Approved/Rejected By** | | **Signature** | | **Date** | |
| **Approved By (2nd)** | | **Signature** | | **Date** | |
| **Approved By (3rd)** | | **Signature** | | **Date** | |
| **Decision** | ☐Approved ☐Rejected | **Amount** | $ | **Check #** | **Chk Date** |
| **Notes** | | | | | |

**INSTRUCTIONS**
- **Amount limits (one-time): Individuals up to $500 and organizations up to $1,000**
- **Amount limits (calendar year): Individuals up to $1,500 (and no maximum limit for the organizations)**
- **Additional approvals (one-time): Individuals for more than $500 by two members and one officer**
- **Additional approvals (calendar year): Individuals for more than $1,500 by two members and one officer**
**Note: Please view 'MCMC Zakah Committee Policy' for more information**