

Your Letterhead Here

Name

Street Address, City, Province and Postal Code

Sport Central

11847 Wayne Gretzky Drive North

Edmonton, AB, T5B 1Y2

P: 780-477-1166

F: 780-474-9982

Email: referrals@sportcentral.org

Date: _____

Sports Equipment Request

The _____ family (child's last name please) is in need of sports equipment to meet the family's seasonal recreational needs. The following equipment is required (i.e. ice skates, soccer shoes, bike etc.)

Name(s) First and Last	Date of Birth (mm/dd/yyyy)	Type of Equipment Needed
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____

- I will inform the family that they must call Sport Central and set up an appointment time.
- If the family does not speak english, I will assist the family in calling to book an appointment.
- Children will be present at the appointment to be fitted for equipment.

Contact person for this request: _____

(Parent/Guardian/Worker please circle)

Phone: _____

Email: _____

Thank you for your support in helping our families meet their recreational needs.

Sincerely,

(Child Welfare Worker / Teacher/ Community Representative)

Job Title

Print Name of Worker

Contact # of worker

Please note: requests that do not include the signature, job title, and contact number of the designated referring official, and/or do not include birthdates for the client will be declined. Full hockey requests also require proof of registration with Hockey Alberta sanctioned club or program.