



Top Dog Foundation ... the Sanctuary Bentley Grant Shelter/Rescue Application

Step One – Does your organization qualify?

Your application will be considered for a Bentley Grant from Top Dog Foundation if your organization meets the follow requirements:

- The applicant is recognized by the IRS as a 501© (3) organization.
- The dog is in rescue or foster care.
- The applicant has all animals spayed or neutered prior to adoption.
- The dog has not already received treatment.
- The applicant is not applying for financial aid for routine care such as spay/neuter, vaccines, heartworm preventative, routine office visits, etc.
- The applicant's veterinarian is willing to accept payment by check from Top Dog Foundation *after* the dog has been treated and an *itemized bill* has been sent to Top Dog Foundation.
- The veterinarian does not require a deposit from Top Dog Foundation.
- The applicant is willing to provide Top Dog Foundation with proof of documents that may be required.
- The dog is not receiving elective surgery. (Elective surgery being defined as surgery that is not essential to correct a condition that is not life-threatening and not causing physical pain)
- The applicant and veterinarian agree to a second opinion from a veterinarian of Top Dog Foundation's choice.





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Step Two – Application/Copies of Documentation

Please complete the following form and attach any documents requested (incomplete forms will not be processed).

Organization's Name:		Hours:	
Address:			
City:		State:	Zip:
Phone Number:		Fax Number:	
Web Site (if available):		Email Address:	
Dog's Name:	Dog's Breed:	Dog's Age (best guess):	
Brief description of dog's story (if known)?			
Dog's Diagnosis:			
How did you hear about the Bentley Grant program?			
Number of dogs in rescue (at shelter, in foster care or combination of both)?			
Federal Tax ID Number:			
501 ©(3) Status (verification needed, a copy of the organization's IRS determination letter)			
990 Tax Returns (verification needed, a copy of the organization's 990 tax returns for the past three years)			





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Step Three – Veterinarian Information and Estimate (Please print and give to your veterinarian to fill out and fax or mail in)

A non-profit organization is in the process of applying for a grant from Top Dog Foundation for non-routine veterinary care. All funds are paid by check to the hospital/clinic performing the treatment. Checks are sent to the hospital/clinic upon receipt and review of a faxed invoice from the hospital/clinic after treatment has been provided. Top Dog Foundation will be unable to cover the costs for the following: charges not shown in the written estimate, charges incurred prior to the applicants approval by Top Dog Foundation, advance deposits and charges for routine wellness care such as vaccinations, nail clippings, etc. – except for spay and neuter. Before the organization can submit an application, please fill out the form below and attach an estimate for treatment.

Hospital or Clinic Name:		
Address:		
City:	State:	Zip:
Veterinarian's Name:		License Number:
Phone:	Fax:	Email Address:
Organization's Name:		Dog's Name:
Dog's Breed:		Dog's Age (best guess):
Dog's Diagnosis (please attach all diagnostic procedure paperwork):		
Dog's Prognosis:		
In your professional opinion how soon should the dog receive treatment?		
Is the dog spayed or neutered? Yes / No (If not please include that cost into your attached estimate. If the dog's condition does not allow for spay or neuter, please indicate on estimate.)		
Does your office accept Care Credit? Yes / No		
Is the hospital/clinic willing to work with Top Dog Foundation's payment policies (above)? Yes / No		

In addition to the above form, attach an estimate for treatment on your letterhead including:

1. A complete breakdown of treatment and costs including follow up care.
2. Please include any comments you might have.

Any questions please contact Top Dog Foundation at 952-353-2122; fax all documents to 952-472-8149, or mail:

Top Dog Foundation, Bentley Grant Program
5120 Vega Avenue
New Germany, MN 55367





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Step Four – Fax or mail all materials to the Top Dog Foundation, Attn: Bentley Grant

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Top Dog Foundation
Attn: Bentley Grant
5120 Vega Avenue
New Germany, MN 55367

