

## ***AWARD/PRIZE RECEIPT***

\_\_\_\_\_, has been  
(Name)  
awarded a prize/award of \_\_\_\_\_  
(description)  
valued at \$\_\_\_\_\_ by \_\_\_\_\_ in  
(Organization)  
recognition of participation in the following event \_\_\_\_\_  
on \_\_\_\_\_.  
(date)

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Recipient Name \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone \_\_\_\_\_  
Recipient Signature \_\_\_\_\_  
Authorizing (Advisor) Signature \_\_\_\_\_  
Organization \_\_\_\_\_ CCSI Account # \_\_\_\_\_  
Date \_\_\_\_\_

### Uses for Award/Prize Receipt

The above form should be used by organizations when they are awarding prizes/giveaways for contests, competitions, etc.  
The award/prize should be clearly indicated.  
The recipient needs to complete their name, address, telephone information and sign to show receipt of item won.

**THE COMPLETED FORM MUST BE TURNED IN TO C.C.S.I WITHIN 5 BUSINESS DAYS FROM THE TIME THE PRIZE IS GIVEN OUT.**