



Capital Request Form

This form must be completed and submitted to Row Nova Scotia prior to a capital purchase greater than \$500.

Date:

Submitted by:

Urgency of request: **Immediate** **One month or more**

Description of purchase:

Describe the need for purchase, who will use the purchase and/or how it relates to the Row NS strategic plan:

Total Cost of Purchase:

Other budget information: (Ie – staffing costs, storage costs, maintenance, grants, partnerships, etc)

Please provide one other quote if applicable (cost of item, location of quote, etc):

Submit to rowing@rowns.ca

Row Nova Scotia
5516 Spring Garden Road, 4th Floor
Halifax, NS B3J 1G6
rowing@rowns.ca