

*The Teri Pordum*  
Special Interpreter Fund  
Application

In order to ensure proper use of the fund the request must be for:

1. An occasion where there is not another community individual or entity that is legally liable to cover the cost of the interpreter, leaving the sole responsibility to the deaf person (i.e. weddings and funerals). Requests cannot be honored for events when there is a profit made.
  - The person seeking this assistance must contact DAS fill out an application, prior to the request. DAS staff may complete the application on behalf of an applicant if necessary.
  - They must notify DAS more than 48 hours before the scheduled assignment of any changes or cancellation, or requester will be responsible for any fees incurred for the interpreter.
  - An interpreter cannot be guaranteed, however we will do our best to fill every need.
  - One request is usually considered to consist of two hour duration for one interpreter.

DAS may only honor requests as funds are available and typically limited to once a year, per recipient.

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<b>Requester Name:</b>	<b>Date:</b>
<b>Address:</b>	
<b>Phone Number (s):</b>	<b>E-Mail:</b>
<b>Reason for Request (please list hardship circumstances, and efforts to obtain support from alternate means):</b>	
<b>On Site Address, Contact Name and phone:</b>	<b>Date/Time/Duration Needed:</b>
<b>Signature-Requested By:</b>	<b>Date:</b>
<i>* By signing you are acknowledging that if you fail to notify DAS with changes at least 48-hours in advance, you are responsible for all cancellation fees paid to interpreters at a rate starting at \$70.</i>	
<b>Signature-Approved By:</b>	<b>Date:</b>