

FUNDRAISING EVENT REQUEST FORM

Contact:

Donna Soos
Susan G. Komen

Central & South Jersey
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www.komencsnj.org



The Central and South Jersey Affiliate of Susan G. Komen Foundation is a not-for-profit organization with section 501(c)3 status for tax purposes, and governed by a Board of Trustees.

For Komen Office Use Only

Proceeds Received: \$ _____

OUR VISION: A World Without Breast Cancer

Thank you for your interest in raising awareness and fundraising to end breast cancer. Please complete this form and return it to Donna Soos. A minimum 4-week notice is required prior to hosting an event.

CONTACT INFORMATION

Organization:		
Contact Name:		
Signature:		
Forwarding this agreement via email is your electronic signature!!		
Address:		
City:	State:	Zip:
Phone:	Fax:	
Email:		

EVENT DETAILS

Event Name:		
Organization:		
Description of the Event:		
Event Revenue Goal:		
Date/Time:		
Location:		
City:	State:	Zip:
How will you generate donations?		
Will Tickets be sold? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, Ticket Price \$ _____		
Will alcohol be served? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Will the event include physical activity? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, waivers must be provided. See guidelines (www.komencsnj.org)		
Will you require educational materials? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Will you require a speaker at your event? <input type="checkbox"/> Yes <input type="checkbox"/> No (Speaker attendance subject to availability)		
Are you requesting our name/logo usage? <input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, must sign letter of agreement).		
How do you propose to use the Komen name and/or logo? (i.e. Solicitation letters, invitations, flyers, press releases, point of purchase materials, website, other)		

Applicant has read the Third Party Event Guidelines (www.komencsnj.org) for Conducting Special Events, Benefits or Promotions to Benefit the Komen Central and South Jersey Affiliate and agrees to abide by them. Applicant understands that approval must be granted by Komen Central and South Jersey Affiliate and a Letter of Agreement must be executed by the parties before Applicant can plan or promote the proposed event. The Central and South Jersey Affiliate of Susan G. Komen shall not be liable to any vendor or other third party for any fees, costs, or payments of any kind associated with the event, and Applicant agrees to indemnify and hold harmless the Komen Central and South Jersey Affiliate against any such claims by third parties or vendors for said fees, costs, or payments. Please note that completion of this application does not constitute permission from the Komen Central & South Jersey Affiliate to use Komen's name, logos or trademarks. Forwarding this agreement via email is your electronic signature.

Signature: _____ Date: _____