

# THIRD-PARTY FUNDRAISER APPLICATION FORM



Thank you for considering Amelia Rising SVSC as you plan your upcoming fundraiser. If you would like to host an independent fundraiser to benefit our Centre, please complete and submit this form, for approval at least 30 days prior to your fundraiser. Once your fundraiser has been approved, a signed copy of the attached agreement form will be forwarded to you.

## Contact Information

Name of Primary Contact: \_\_\_\_\_

Name of Contact Organization/Group (as applicable): \_\_\_\_\_

Email: \_\_\_\_\_

Primary Contact Phone Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

## Fundraiser Information

Fundraiser Name: \_\_\_\_\_ Date: \_\_\_\_\_

Please describe your fundraiser and how funds will be raised (refer to Guide for ideas): \_\_\_\_\_

Does your fundraiser require any licenses? YES / NO

If so, please indicate which ones: \_\_\_\_\_

## Financial Information

Please provide us your best estimates of the following general budget information.

Total Expected Revenue: \$ \_\_\_\_\_ Expenses: \$ \_\_\_\_\_

Will supporters expect tax receipts for their contributions? YES / NO

**\*\*The organizer is responsible for collecting information needed for tax receipting outlined in the guidelines\*\***

## Support from Amelia Rising

Would you like an Amelia Rising representative at the fundraiser? YES / NO

If so, what involvement will they have?  Speech  Cheque Presentation  Press Conference  Other:

**\*\*Staff participation is not guaranteed and will be based on working hours, availability, and the discretion of the Executive Director\*\***

At the discretion of Amelia Rising, we would be pleased to offer you a small supply of promotional materials for your fundraiser. Will your fundraiser require promotional materials? YES / NO

Would you like to use the Amelia Rising logo on your fundraiser promotional materials once approved? If yes, it will be emailed to the organizer. YES / NO

## Acknowledgements

I acknowledge that Amelia Rising reserves the right to withdraw its name from the fundraiser at any time. I acknowledge that I have read and understand the information contained in the Amelia Rising Third-Party Fundraiser Guide and will adhere to all of Amelia Rising's and CRA Fundraising Guidelines.

Applicant Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

AR Staff Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Return form to [info@ameliarising.ca](mailto:info@ameliarising.ca) with the subject Line "Amelia Rising Fundraising Proposal Application"

**\*\*Reminder: Prior approval is required to hold a third-party fundraiser\*\***