



## Proposal to Conduct a Fundraising Event or Activity Organized by Volunteers

Name of Business/Organization/Individual Sponsoring the Event or Activity:

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

City: State: Zip: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact Person's Address (if different from above):

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

City: State: Zip: \_\_\_\_\_

Phone (day): \_\_\_\_\_ Phone (evening): \_\_\_\_\_

E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

Please give a brief description of the event or activity: \_\_\_\_\_

\_\_\_\_\_

Proposed date and time of the event: \_\_\_\_\_

Location: \_\_\_\_\_ Estimated number of event attendees: \_\_\_\_\_

What is the individual ticket price or cost of participating in your fundraising event or activity? \$ \_\_\_\_\_

How much money do you expect to raise? \$ \_\_\_\_\_ How much will this event/activity cost? \$ \_\_\_\_\_

What portion of the estimated net proceeds will be contributed to CureSearch: \_\_\_\_\_ (%) If there will be any other beneficiaries of the event proceeds, please identify them:

\_\_\_\_\_

Has this event been done before? Yes \_\_\_ No \_\_\_ If Yes, when? \_\_\_\_\_

If previously conducted, what were the **net** proceeds to the charitable organization? \$ \_\_\_\_\_

Who do you plan on inviting to participate in your event/activity? Who is your target audience? \_\_\_\_\_

\_\_\_\_\_

Is this a closed event or is it open to the general public? \_\_\_ closed \_\_\_ open

If this is open to the public, how do you intend to publicize the event?

\_\_\_\_\_

How will the money be raised (ticket sales/sponsorships/contributions/program journal, etc):

\_\_\_\_\_

Please describe what assistance, if any, you are requesting from CureSearch for Children's Cancer:

\_\_\_\_\_

This is an outline of your proposed event, not approval by CureSearch to move forward. Upon approval of this proposal, you will receive a request for a budget and an *Event Agreement* that must be signed by the principal event organizer. The signed agreement will serve as written authorization to produce an event.

**Mail to the address listed below or fax to 301.718.0047. You may also scan and email as an attachment to:**

**[info@curesearch.org](mailto:info@curesearch.org). For assistance, please call (800) 458-6223.**

For CureSearch use only:

Date received: \_\_\_\_\_

Copy to Community Development Director: \_\_\_\_\_