



Fundraising Event Application

Please complete the following application regarding the event or promotion you are proposing to benefit Ronald McDonald House Charities (RMHC) Columbia, SC. All fields must be completed for event approval. Please return completed application by mail or emailed to Meghan@rmhcofcolumbia.org. Once reviewed, a staff member will contact you regarding your proposal.

Company/ Organization: _____ Contact Person: _____

Address: _____ City/State/Zip: _____

Phone Number: _____ Email: _____

Name of Event: _____ Date: _____

Location: _____ Who are the anticipated attendees? _____

Briefly describe the event and how funds will be raised (ex. ticket sales, sponsorship, auctions, raffle, etc.).

Attach a separate sheet if necessary. _____

How will the event be advertised? _____

Who will be solicited for funds, items, or services? _____

How and where will the RMHC logo be used? _____

What expectations do you have for RMHC Columbia in the planning and execution of the event/promotion?

I understand and agree that

1. All publicity for the event must be approved by the Executive Director before it is printed and released.
2. Any materials using Ronald McDonald House Charities Columbia, SC's name and/or logo must be approved by the Executive Director prior to printing.
3. The sponsoring organization will be financially responsible for operating this event/promotion.
4. If liability insurance is required, the sponsoring organization will secure insurance against claims by participants and spectators as well as provide RMHC Columbia a copy of each form.
5. All money generated to benefit RMHC of Columbia must be presented within 30 days of the event or promotion.

Signature _____ Date: _____

Title: _____