



Questionnaire for hosting a fundraiser in support of RTKids

Contact Information

Name:

Email:

Address:

Phone:

Organization Information

Name:

Email:

Address:

Phone:

Fax:

Web Address:

Organization Description:

Fundraiser Information

Event Date:

Event Hours:

Venue Name and Address:

Description of event:

Corporate Support for Event? (Y/N)

If yes, please list:

Confirmed Host/Celeb participation? (Y/N)

If yes, please list:

Expected Attendance/Projected Sales:

Expected Donation to RTKids:

Describe your method for raising funds/sales:

What kind of support are you seeking from RTKids; what are ways you would like to use RTKids' name and logo?



Guidelines for hosting a fundraiser in support of RTKids

We're thrilled you've chosen us to be a beneficiary of your special event. In order for us to better understand the event you are planning, please review the following guidelines and fill out the form on the next page to get started!

- If you are interested in organizing a fundraiser we request that you contact us to discuss your idea at least 2 months prior to the event/project and complete the form below.
- RTKids does not partner with individuals to organize fundraisers. The organizer must understand that they will be acting privately and not as an agent of the organization.
- You must first obtain authorization from RTKids in order to use its name, trademarks and/or logo for promotional items developed for the fundraiser. RTKids must not be used in the title of the event nor listed as a sponsor of the event and a copy of all printed materials must be sent to RTKids for approval before they are distributed.
- RTKids does not sponsor or underwrite any private fundraisers. The event organizer or identified sponsor(s) is responsible for underwriting 100% of the total cost of producing the event.
- RTKids must be informed of any corporations or organizations that will be approached to sponsor the event so as to eliminate possible conflicts with existing supporters of RTKids.
- Gifts made to the event name and/or organizer are not tax-deductible. Only checks made out to Rosie's Theater Kids are eligible to receive a tax-deduction.
- RTKids will promote fundraisers to the extent agreed upon at the time of its proposal, but will not participate in the sale of tickets or be responsible for providing any sponsors, celebrities or speakers for the event.
- Please fill out the following questionnaire and fax, email, or mail it to the address below. Someone will be in touch with you upon receipt of the form.

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