Hi Tor Animal Care Center

Fundraiser Info Sheet

Thank you for your interest in hosting a fundraiser to benefit Hi Tor Animal Care Center. We’re grateful for your support! Please complete the following form and return it to the attention of Lizanne Fiorentino by email to Lizanne@ignitetheflame.net

Today’s Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fundraiser Date(s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fundraiser Times: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fundraiser Location(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Type of Fundraiser (Circle One): Event Shop and Give Promotion Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Anticipated Donation Amount (Circle One): Under $250 $250-$500 $500-$1,000 $1,000-$5,000 $5,000+

Will fundraiser participants be asked to present a flyer or code at checkout for the donation to take place? Yes No

If the date of your fundraiser conflicts with another event already on our calendar, can it be moved? Yes No

Name of Organization or Individual Hosting the Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

Contact E-mail Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Organization or Event Website: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Fundraiser: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Description of Fundraiser and Associated Activities (attach separate sheet if needed): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Do you anticipate that Hi Tor Animal Care Center staff and/or volunteers will be involved in the planning and/or execution of your fundraiser? Yes No

If yes, please describe involvement: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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HI TOR ANIMAL CARE CENTER FUNDRAISER INFO SHEET

Will an admission fee be charged? Yes No

Would you like Hi Tor Animal Care Center to handle ticket sales or RSVPs on your behalf? Yes No

Is this event open to the public or by invitation only? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fundraiser/Venue Capacity: \_\_\_\_\_\_\_\_\_\_

Has your fundraiser taken place before? Yes No

If yes, when? \_\_\_\_\_\_\_\_\_\_\_ If yes, what is the typical amount raised for your chosen charity? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are there other beneficiaries besides Hi Tor Animal Care Center? Yes No

If yes, please list other beneficiaries: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Will your donation be made based on a percentage of sales from your fundraiser or promotion? Yes No

If yes, what percentage of total sales will be donated? \_\_\_\_\_\_\_\_%

Is a company or organization providing financial support for your fundraiser? Yes No

If yes, please list company/organization name(s) and contact names: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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If your fundraiser is a store/restaurant promotion, please list all participating locations and addresses:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Please explain your publicity/promotion plans. For example, press releases, flyers, radio/TV, printed ads. \_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Please list any additional information about your fundraiser that will help us to make it as successful as possible:

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\*\*\*Please acknowledge the three requirements below by initialing next to each statement to indicate that

you agree to the following timeline for reporting results and disbursement of funds.

Within three business days of the event’s conclusion, I will provide a written statement of funds raised. \_\_\_\_\_\_\_

Within 30 days of the event, I will submit all donations to Hi Tor Animal Care Center. \_\_\_\_\_\_\_

I am authorized to agree to these terms on behalf of my company/organization: \_\_\_\_\_\_\_

Thank you!