

FUNDRAISING EVENT APPLICATION

FUNDRAISER / EVENT COORDINATOR DETAILS

Name _____
Organisation (if applicable) _____
Address _____ P/Code _____
Phone _____ Mobile _____
Email _____

PERSONAL REFEREE/ CONTACT DETAILS

EVENT INFORMATION

Event name _____
Proposed time and date _____
Location and address _____

DESCRIPTION OF EVENT (Details of event or initiative: plan, aim, timeline)

Number of people attending _____

NAMES OF SPONSORS/PRODUCT PROMOTED OR USED (To ensure there is no conflict with our health policies and current sponsorship arrangements.)

FOR USE BY PCFA ONLY

APPROVED BY STATE MANAGER

SIGNED _____

DATE _____

APPROVED BY CEO

SIGNED _____

DATE _____

FUNDRAISING EVENT APPLICATION

PLANNING YOUR BUDGET AND EXPENSES

How much money do you aim to raise for PCFA? _____

If the event is raising funds for other organisations – please state the name of the organisation(s) and indicate the % for PCFA _____

To assist with your planning process please complete the following;

Estimated expenditure (if any) _____

Estimated income _____

Please state when funds will be sent to PCFA: _____

NB: funds are required within 2 (two) weeks of event unless otherwise agreed.

APPROVALS

I acknowledge having read and agree to the fundraising rules and regulations outlined in PCFA Guidelines for Fund Raising, and indemnify PCFA from and against any claims for injuries or damage arising at or from the event, product or service.

SIGNED _____ DATE _____

PLEASE RETURN THIS FORM TO

NSW & SA OFFICE

PO Box 1332,
Lane Cove NSW 1595
Fax Application 02 9438 7099

VICTORIA OFFICE

Ground Floor, 15-17 Queen Street
Melbourne Vic 3000
Fax Application 03 9629 5655

QUEENSLAND OFFICE

PO Box 3420, South Brisbane BC
QLD 4101
Fax Application 07 3844 2477

WESTERN AUSTRALIA OFFICE

Unit 1, 47 Oxford Close
West Leederville WA 6007
Fax Application 08 9381 5820

Once your application has been reviewed by your local State Manager, it will be reviewed by the CEO and, once approved, issued with an office Authority to Fundraise. This will take less than two weeks.

Email enquiries@prostate.org.au

For more information please call 1800 22 00 99

 Prostate Cancer
Foundation
of Australia

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