



# Friends Foundation

## Proposal for Friends Foundation Event

### Candidate Information

Organization Name (if applicable): \_\_\_\_\_

Full Name \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First M.I.*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*

\_\_\_\_\_  
*City State ZIP Code*

Phone: \_\_\_\_\_ Email \_\_\_\_\_

### Proposed Event Description

High Level Event Description: \_\_\_\_\_  
\_\_\_\_\_

Benefactor of Funds Raised: \_\_\_\_\_

Estimated Timeframe of the Proposed Event: **TBD – mutually agreed time/venue with the Friends Foundation. Potentially Jan/Feb 2020 at the Lowes**

Approximate Size of Event (# of People) \_\_\_\_\_

Affiliated Organizations / Non-profits \_\_\_\_\_

Price Point for Event (per/person) \_\_\_\_\_

Methods of Recruiting Attendees / Donors \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Social Media channels and # of followers \_\_\_\_\_  
\_\_\_\_\_

### Fundraising and Event Background

Have you ever run a charitable event?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Have you ever supported a charitable event.?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Do you have a wide network in the area?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Do you have a mailing list of current supporters?	YES <input type="checkbox"/>	NO <input type="checkbox"/>

Experience: \_\_\_\_\_  
\_\_\_\_\_

### References from other charitable work or events

*Please list any applicable references from previous charitable work.*

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

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

### Disclaimer and Signature

*NOTE: The Friends Foundation will retain a portion of the event revenue to cover operating expenses and/or any event specific fees, whereas the rest will go to the charity/beneficiary.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_