



# Third Party Fundraising Application Form

CONTACT NAME \_\_\_\_\_

ORGANIZATION \_\_\_\_\_

TELEPHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

NAME OF EVENT \_\_\_\_\_

VENUE NAME/ADDRESS \_\_\_\_\_

DATE(S) OF FUNDRAISER \_\_\_\_\_

TIME OF FUNDRAISER \_\_\_\_\_

EST. # OF ATTENDEES (IF APPLICABLE) \_\_\_\_\_

BRIEFLY EXPLAIN YOUR EVENT \_\_\_\_\_

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

WHY IS HOPE NETWORK PA YOUR ORGANIZATION OF CHOICE?

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

IS THIS EVENT IN HONOR OF SOMEONE? \_\_\_\_\_

\_\_\_\_\_

WHAT PROCEEDS (%) WILL BE DONATED TO HOPE NETWORK PA? \_\_\_\_\_

DO YOU WANT A HOPE NETWORK REPRESENTATIVE TO SPEAK AT YOUR EVENT? \_\_\_\_\_

IF SO, BRIEFLY DESCRIBE REQUIREMENTS OF REPRESENTATIVE \_\_\_\_\_

WILL THERE BE A CHECK PRESENTATION CEREMONY? \_\_\_\_\_

PROPOSED DATE OF CEREMONY? \_\_\_\_\_



PROMOTION REQUESTS

HOPE Network PA will follow and share your posts to help promote the event

FACEBOOK HANDLE: \_\_\_\_\_

INSTAGRAM HANDLE: \_\_\_\_\_

PROMOTION NEEDS

VOLUNTEERS     TICKET SALES     AWARENESS

**I/WE** \_\_\_\_\_ **PROPOSE TO ORGANIZE AND FACILITATE**  
**A FUNDRAISER TO BE CALLED** \_\_\_\_\_

**ON:** \_\_\_\_\_ **AT:** \_\_\_\_\_

**SIGNATURE(S)** \_\_\_\_\_

**DATE** \_\_\_\_\_

**AND AGREE TO THE FOLLOWING:**

- I/WE AGREE TO DONATE THE NET PROCEEDS TO HOPE NETWORK PA
- I/WE HOLD HOPE NETWORK PA HARMLESS FOR ANY AND ALL LIABILITIES ASSOCIATED WITH THIS EVENT
- ANY SIGNAGE OR MATERIALS UTILIZING THE HOPE NETWORK PA LOGO OR OTHER PUBLIC RELATIONS MATERIALS MUST BE AUTHORIZED IN WRITING BY HOPE NETWORK PA
- I/WE UNDERSTAND AND ACKNOWLEDGE THAT HOPE NETWORK PA DOES NOT ISSUE TAX RECEIPTS FOR THIRD PARTY EVENTS UNLESS IT IS AN OUTRIGHT DONATION MADE OUT DIRECTLY TO HOPE NETWORK PA.
- I/WE WILL PROVIDE HOPE NETWORK PA WITH FLYERS, POSTERS AND PICTURES OF THE EVENT

At HOPE Network PA, we recognize the hard work that goes into your fundraising efforts and are deeply grateful to you for hosting your fundraiser in support of our organization and the work that we do. Be sure to keep in touch with us and share photos/videos of your fundraiser and thank you for helping us continue to provide for our community.

Once completed, please send the Third-Party Fundraising Application Form to [hopenetworkpgh@gmail.com](mailto:hopenetworkpgh@gmail.com) at least 2 weeks prior to the start of your event