



THIRD-PARTY EVENT OR PROMOTION APPLICATION
(To be completed by sponsoring organization/corporation/individual)

Thank you for your interest in supporting Animal Cancer Foundation (“ACF”)

NAME OF EVENT/PROMOTION: _____

Contact Person: _____

Street Address: _____

Email: _____

Event website: _____

Telephone numbers: (Landline) _____ (Cell) _____

Proposed Date and Time of the Event OR Date Range for the Promotion: _____

Where will the Event or Promotion Be Held?

Address: _____

City: _____ State: _____ Zip _____

Is this Event/Promotion Open to the Public or By-Invitation Only? _____

Admission Fee/Ticket Price/Required Purchase Amount: \$ _____

Estimated Number of Attendees/Participants: _____

Projected Gift to Animal Cancer Foundation (net proceeds after expenses):

\$ _____

Please describe your event or promotion plan in detail. Use attachments if necessary.

Publicity and Promotion – Please list the types of promotional materials (posters, flyers, mailers, etc.) and communication channels (web, email, social media, etc.) your organization plans to use to promote your event.

Do you plan to use the Animal Cancer Foundation name to promote your event/promotion? If yes, please indicate which of the approved usages you intend to incorporate into your marketing (see our FAQ on Third-Party Fundraising and Promotions for a list of approved usages).

If your event or organization has a logo, please attach a printed copy for review.

EVENT/PROMOTION BUDGET PROPOSAL

Please complete our budget form below, attach it to the Event or Promotion Application Form, and mail to our event/promotion office listed at the bottom of the form.

Does this Event/Promotion Last More Than One Day? _____ YES _____ NO

Income Line Item	Income Amount \$	Expenses Line Item	Expenses Amount \$
Ticket Sales		Rent	
Concessions		Food	
Sponsorships		Insurance	
Merchandise		Marketing	
Other		Other	
Total Income		Total Expenses	

Total Projected Donations to Animal Cancer Foundation: _____

Please remember Animal Cancer Foundation must review and approve all publicity materials which include references to our name(s) and inclusion of our logo.

I have read in full and agree to adhere to the Animal Cancer Foundation Policies, Criteria and Guidelines for Third Party Fundraising and Promotions, available online at https://acfoundation.org/fundraising_guidelines/

Signature

Title

Name (please print)

Name of Organization

Date of Application

Print and return by mail to:

**Animal Cancer Foundation
Events/Promotions
191 Main Street #225
Port Washington, NY 11050
Tel.: (516) 858-4960**