



Ronald McDonald
House Charities
of Columbia, SC

ADMINISTRATIVE OFFICES
2800 Colonial Drive, Columbia, SC 29203
803-254-0118 Fax 803-254-0119
www.rmhcolumbia.org

Thank you for your interest in supporting Ronald McDonald House Charities® of Columbia, SC. Please complete the following questionnaire regarding the event or promotion you are proposing to benefit RMHC of Columbia and submit it to our Administrative Offices.

All third party events/fundraisers require approval by the Executive Director and/or RMHC of Columbia Board member.

A staff member will contact you regarding your proposal.

Fundraising Event Proposal Form

Contact Person _____

Address _____ City/State/Zip _____

Phone _____ Fax _____ E-mail _____

Event Name _____

Date _____ Location _____

Budget/Cost _____ Anticipated gross income _____

Anticipated net proceeds for RMHC of Columbia _____

How will the event/promotion be promoted? _____

What media contacts will you use? _____

Who will be solicited for funds, items, or services? _____

Will phone solicitation be used in any way? _____

How and where will the RMHC logo be used? _____

What expectations do you have of RMHC of Columbia in support of your event/promotion? _____

Has the sponsoring organization held a similar project in the past? Yes No
If "yes", when and for whom? _____

Income from that event (gross) _____ (net) _____

I understand and agree that:

1. The sponsoring organization will be financially responsible for operating this event/promotion.
2. If liability insurance is required, the sponsoring organization will secure insurance against claims by participants and spectators.
3. All publicity for the event must be approved by the Executive Director before it is released.
4. Any materials using Ronald McDonald House Charities of Columbia name and/or logo must be approved by the Executive Director prior to printing.
5. All money generated to benefit RMHC of Columbia must be presented within 30 days of the event or completion of the project unless otherwise agreed upon.

Sponsor signature _____ Title _____ Date _____