

Proposed Fundraising Application

Thank you for your support & enthusiasm for raising funds for the Oxford Community Health Centre (OCHC) – it's only with efforts such as yours that we'll reach our **\$3 million fundraising goal**.

Fundraising initiatives should always be transparent and well documented, so we ask that you complete this document prior to promoting your fundraising activity or event. Richelle Jorgensen will sign off on the activity and provide you with the logo if required.

Name of individual/group/club/company planning the fundraising event ("Fundraiser"):

Phone number:

Residential address:

Email address:

Event date:

Location:

Time of event:

Name of proposed fundraising event:

Brief description of fundraising event:

Estimated revenue (\$):

Estimated revenue to OCHC (\$):

Do you intend to use the Akaroa Community Health Trust name and/or logo: YES NO

Would you like us to publicise your event on our website and Facebook page? YES NO

May we thank you by name in our public communications? YES NO

Please describe all relevant expenses to run the activity or event (this includes costs of goods, staff costs and administrative expenses etc):

please use extra paper if required

Fundraising Proposal Application

I agree that:

1. I must seek The Oxford Community Health Centre's (OCHC) approval before it is advertised or commenced.
2. I am responsible for the event will compliance with the below terms and conditions.
3. OCHC must approve all expenses associated with the fundraising event.
4. OCHC will receive all net funds promised at the fundraising event within 20 days of the conclusion of the event.
5. OCHC is authorised to publicise the event and/or activity in its public relations.

Name:

Date:

Signature:

Please send your Fundraising Proposal Application to the following:

Email: pm@ochc.co.nz

OR

Post: 39 Park Ave, Oxford, 7430



Terms & Conditions

By submitting this application you agree that the proposed fundraising project act in the best interest of and aligns with the OHHC company values. You personally guarantee that the fundraising project is not considered high risk to the general public, nor is it damaging to the OHHC brand. You agree that any deductions made for expenses are to be deducted at cost and evidenced through receipts. You agree that any amount to be deducted for expenses are to be provable and evidenced as essential for the project. The fundraising project will produce a net return after expenditure and therefore will not run at a loss.

Our bank account:

Account Name: Oxford Community Health Centre

Bank: BNZ **Account Number:** 02-0865-0012860-00