



Third Party Fundraising Event Application Lifeline of Ohio

Thank you for considering Lifeline of Ohio as the beneficiary of your fundraising event. With your support, we can continue to fulfill our mission of empowering our community to save and heal lives through organ, eye and tissue donation.

To best support your event, we ask that this form be completed and submitted to our Development Specialist at least 30 days prior to your scheduled event. These guidelines and the subsequent approval process are designed to help you plan a successful event while ensuring we both honor your efforts and honor our commitment to our community.

Once we have received this form, you will be notified by our Development Specialist of the Development Team's decision to either approve or deny the event.

Upon approval, all guidelines outlined in this form will be effective immediately, and you will receive a confirmation letter and documentation that the event is authorized by Lifeline of Ohio.

Contact Information

First Name Last Name Phone Number

Address - Street, City, State, Zip

Email Address

Please select all that apply to you: I am a...

- Donor Family Member
- Recipient
- Recipient Family Member
- Believer
- Lifeline of Ohio Ambassador
- Nonprofit Organization
- Company/Company Foundation
- Other (please specify below)

Event Information

Event Name

Event Date

Event Location

Expected Number of Attendees

Please describe your event:

How do you plan to promote your event? Please choose all that apply:

- Social Media
- Press Release
- Flyers/Word of Mouth
- Other (please specify below)

Please list any businesses you plan to solicit for donations or sponsorship:

Is this the first event? Yes No

If no, who has been the beneficiary of this event in the past?

Please list all beneficiaries of the event:

If the event will have multiple beneficiaries, how will proceeds be distributed?

How will funds be raised? Please select all that apply:

- Cash Donations
- Sponsorships
- Auction
- Raffle
- Registration/Ticket Sales
- Other (please specify below)

Are you interested in Lifeline of Ohio pursuing media opportunities for this event? Yes No

Estimated Total Donation Amount: _____

Why did you choose Lifeline of Ohio to be the beneficiary of this event?

Material Requests

Lifeline of Ohio may be able to provide materials to assist you with your event. Please select requested items below. *Please note: items will be provided based on current supply and availability.*

- Donor Designation Station (table with donation information and Donate Life giveaways, managed by volunteers as available)
- Brochures
- Quilt (one of our Legacy Quilts may be loaned to display at your event)
- Giveaways (ex: bracelets, chapsticks, etc.)
- Logo (digital; note: Lifeline of Ohio will need to approve any printed logo materials)
- Raffle Prize or Auction Item
- Other requests (please specify below)

Agreement

Upon approval of this event application, the following are the terms of the agreement:

Lifeline of Ohio will provide:

- A letter of authorization to validate the authenticity of the event and its organizers
- Advice and consultation in event planning (as resources allow)
- Permission to use the Lifeline of Ohio name and logo upon approval (*Lifeline of Ohio will need to approve any printer materials with the logo*)
- Promotional materials (as resources allow)
- Written tax receipts to donors who make gifts directly to Lifeline of Ohio (instead of through the event organizer)

Lifeline of Ohio cannot support events which require the organization to:

- Finance the event
- Sell a product or service
- Release volunteer, employee or board member information
- Solicit sponsorship revenue

Event Organizer will:

- Plan, organize, staff, execute and promote event at no cost to Lifeline of Ohio
- Designate proceeds to Lifeline of Ohio and/or another partnering approved not-for-profit organization(s)
- Clearly disclose what portions of donation will be given to Lifeline of Ohio and agree to deliver monies raised within 30 days of the event, payable to Lifeline of Ohio
- Obtain all necessary permits and/or licenses required by law for this event
- Assume all legal liability or financial liability associated with the event
- Not solicit funds door-to-door or using telemarketing methods

Signature of Event Organizer

Signature of Lifeline of Ohio Development Specialist