

Winship Cancer Institute Event Application

1) Name of sponsoring organization: _____

Contact name: _____ Contact job title: _____

Address: _____ Email: _____

Primary phone: _____ Alternate phone: _____

2) Type of proposed project and detailed description(include time, date and location): _____

3) Is the project a public appeal for : (circle one):

Funds Tickets Sale of commodities (specify): _____

4) Is your organization(circle one): Nonprofit or For profit

5) Estimated donation: \$ _____

6) What, if any, support (e.g., logo, balloons, banners) will be requested from Winship? _____

7) What is your plan for publicity, if any? _____

NOTE: All promotional materials using Winship's name, logo, and organization information must be approved prior to distribution.

8) Have you sponsored a special project before? (circle one): Yes No

If yes, list the most recent project you have sponsored and its beneficiary. _____

Date of project: _____ Beneficiary contact name and number: _____

9) Is this, or will this be, an annual event benefiting Winship?(circle one): Yes No TBD

10) Why did you choose Winship to be the beneficiary of your event? _____

11) I have read the Community Fundraising Events Guidelines and Policies and agree to follow them as stated.

Signature: _____ Print Name: _____

FOR USE BY WINSHIP

Approved

Not Approved

Signature: _____ Date: _____

Thank you for your interest in partnering with us to make a difference in the fight against cancer.

When you have completed this form, attach all supporting documents – such as budget, committee structure, information about your organization and printed materials, including brochures and drafts of invitations or tickets that will include the name Winship – and mail to:

Pam McAdams

pam.mcadams@emory.edu

**Winship Cancer institute of Emory University
1440 Clifton Rd NE, Suite 170 Atlanta, GA 30322**