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, check presentation) 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: _____

Allocation: _____ **Winship Cancer Institute Advancement Office Contact:** _____

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 email or mail to:

Scott Larimore
Scott.Larimore@emory.edu
Winship Cancer Institute of Emory University
1440 Clifton Rd NE, Suite 170
Atlanta, GA 30322