



Thank you for choosing Share the Warmth as the beneficiary of your event!

Proposed event (brief description)

Tell us about your idea

Date of event (start and end date)		Expected revenues (\$)	
Event location		Fundraising event details	

Tell us about yourself

Main contact		Organizing group	
Address		Website	
Phone number/email		Social media account	

What will you need from Share the Warmth to make your event a success?

- Share the Warmth logo
- Pamphlets
- Newsletters and annual report
- Share the Warmth social media
- T-shirts (\$8 each)
- Tax receipts
- Help with promotion
- Donation boxes

Estimated Expenses and Revenues

	Description	Total \$
Expected revenues (how these are calculated)		
Expected expenses (including how these are calculated and how you plan to cover them)		

Contract

- I understand that all events must be approved by Share the Warmth before they are publicized or held, and that Share the Warmth reserves the right to decline participating in, or lending its name to the events.
- I understand that if I do not receive approval, I may not use Share the Warmth’s name, logo or promotional material; I further understand that all promotional and communications material must be approved by Share the Warmth before I advertise my event.
- I understand that Share the Warmth cannot obtain liquor licenses for external events and will not accept responsibility for any events serving alcohol without proper authorization.
- If approved, I understand that I will be held responsible for providing Share the Warmth with all necessary information on participants and donors in a timely manner, in order to issue receipts for income tax purposes, and that no late receipts will be provided.
- I understand that the profits collected will have to be donated to Share the Warmth within **30 days** of the activity.
- I understand that I am undertaking this event using my own resources and contacts.

I certify that I have read and agree to all the above statements.

Signature Name of Event Organizer responsible for the event

Date

Signature Partageons l’espoir (Québec) / Share the Warmth (Québec)

Date