



The Disabled Patriot Fund is an Illinois Not-For-Profit Corporation that provides financial relief for local U.S. Military Families that have been adversely affected by the "War on Terror".

"LAND OF THE FREE, BECAUSE OF THE BRAVE"

Third Party Event Proposal Form

We are delighted that you have selected the Disabled Patriot Fund (DPF) to benefit from your fundraising event! With your help, we are able to financially assist local U.S. Military Families who have been adversely affected by the War on Terror.

*The Disabled Patriot Fund must approve this proposal form prior to holding or publicizing your event.

Please complete the Event Proposal form and return to:

By Mail: Disabled Patriot Fund
Attn: Fundraising
10767 W. 163rd Place
Orland Park, IL 60467

By Email: disabledpatriotfund@comcast.net

The Disabled Patriot Fund (DPF) is accountable to the public for all fundraising activities using the DPF name. Please have all of your materials approved before they are printed or produced. The following information must be provided to the Fundraising Committee for review and approval before you proceed with your event plans. Please allow at least 7 to 14 business days for final approval of your proposal. If you do not plan to use the DPF logo and name in the advertising of your event, there are no restrictions.

REQUIRED INFORMATION

Date Submitted: _____ Event Date: _____ Event Time: _____

Organization/Sponsoring Agency: _____

Contact Person(s): _____

Endorsed By:



The Southwest Suburban
Home Builders Association

10767 W. 163RD PLACE, ORLAND PARK, IL 60467 • 708-364-9445 (FAX) 708-349-4989

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____

Email: _____

Event Name: _____

Address of Event: _____

City: _____ State: _____ Zip Code: _____

EVENT DETAILS

- Please provide a brief description of the event and how the event will raise funds/awareness: (Pledges, ticket sales, product sales, sponsorships, auctions, etc.)

- How are you promoting the event/activity (posters, newsletter, radio, print, TV)?

- Will any other organization also benefit from this event/fundraiser? If yes, please list them here:

- Is your organization a registered charity in its own right? If so, what is your charitable registration number?

- Will the event be open to the public and would you like it posted to our Website? Yes___ No___

- Will you request a DPF Board Member to attend your event to speak? Yes ___ No ___
(Ability to send a representative depends on location, availability and advance notice.)
- Estimated proceeds donated to DPF: \$_____ or Percentage_____%

WHAT DPF CAN DO FOR YOU?

- Offer advice and expertise on the planning of your event.
- Advertise your event in our newsletter and our website.
- Provide a Disabled Patriot Fund (Board Member or Volunteer) to attend your event depending on location, availability and advance notice.
- Send acknowledgement letters to all direct contributors to Disabled Patriot Fund.
- Approve the use of the Disabled Patriot Fund logo and provide it to be used on the website, apparel and/or print. (Please note you must complete and return the event proposal form in order to use the DPF logo.)
- Provide a letter of support from Disabled Patriot Fund to validate the authenticity of the event and its organizers.
- We will issue thank you certificates to you and, as requested, to your supporters.
- Provide DPF promotional brochures and one DPF DVD at no cost.
- We will provide DPF t-shirts for purchase for your event.

WHAT DPF CANNOT DO FOR YOU?

- We state this information in advance so that there are no disappointments or misunderstandings with regards to our ability to participate with you and support your fundraising event.
- Guarantee Disabled Patriot Fund representative or volunteer support the day of your event, although we will do our best to accommodate all requests.
- Promote your event anywhere other than on our website and newsletter where applicable.
- Share access to Disabled Patriot Fund donor contact information.
- Fund or reimburse any expenses incurred throughout the planning and execution of the event.
- Allow the Disabled Patriot Fund name to be represented as a partner, sponsor or organizer of this event.
- Guarantee attendance.
- Solicit sponsorship revenue.



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Please read the following guidelines carefully and sign below:

This is a third party fundraiser letter of agreement between Disabled Patriot Fund (DPF) and (please print name of third party): _____.

- I agree to pay all costs associated with collecting and sending the donations to Disabled Patriot Fund.
- By publicly naming Disabled Patriot Fund as the beneficiary of my event, I agree to donate the full amount of the net proceeds raised within 30 days following the event.
- I shall indemnify, defend and hold Disabled Patriot Fund harmless, including its chartered units and its governors, directors, officers, employees, agents and volunteers from and against any and all suits, claims, demands, liabilities, damages, costs and expenses (including reasonable attorneys' fees) arising out of or relating in any way to your business/organization and the fundraising activity.
- If I decide to cancel my event but some funds have already been collected, I will contact those contributors that the event has been cancelled and ask them how to proceed with their donation. I cannot make changes to the agreement without the authorization of DPF.
- I agree to comply with all federal, state and local charitable solicitation statues, regulations and ordinances that affect or apply to me and the fundraising activity.
- I will apply due diligence in naming my event or in the creation of slogans and flyers not to use any copyrighted or trademarked material.
- Any questions about tax receipt guidelines will be directed to DPF.
- DPF is not responsible for any financial loss and may withdraw support of the third party event cancelling this agreement at any time should any activity be discovered that undermines the DPF charity, the members of our military and people of all abilities. This includes the approval use of the DPF logo.
- I agree that the DPF name and logo are important symbols which should not be misrepresented. Prior to publicizing or holding the event, DPF must approve this proposal and use of name or logo in promotional materials

I have read and understand the above terms and conditions. Date Submitted: _____

Signature: _____

Name of Event: _____

Endorsed By:



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