



BUSINESS DONATION PROPOSAL AND AGREEMENT

The purpose of this Third Party Fundraising Proposal and Agreement is to confirm the understanding between Yavapai College Foundation (YCF) and _____ (Student Club/Group) regarding the fundraising event to be conducted by you to benefit Yavapai College (YC) and/or YCF.

Organization Information

Name of Student Club		Advisor Name		
Club Contact Person Name	Title	Phone	email	
Organization Name	Contact Person Name	Title	Phone	email

Fundraising Activity Information

Location (city & venue):	Is YCF the sole beneficiary of your event? <input type="checkbox"/> YES <input type="checkbox"/> NO If "NO", who else is benefitting?
Description of Fundraising Activity:	Date of Event
How is charitable contribution from business being calculated (% of sales, fixed amount, etc.)	
What participation or resources, if any, do you request from YCF?	

Terms and Conditions:

Fundraising on behalf of Yavapai College or the Yavapai College Foundation by another entity must be approved by the College President, the Vice President of Community Relations and Student Development, and the Executive Director of the YC Foundation prior to any advertising, marketing, promotion or publicity announcing the partnership, as evidenced by an appropriately signed agreement. All advertising, marketing and promotional material that includes the College and/or Foundation logo must be approved by the Vice President of Community Relations and Student Development prior to release.

-Please have department leadership approve before submitting-

Cause-related Marketing: Sometimes referred to as a Business Donation Agreement, a business may seek to designate a portion or percentage of their proceeds from an event, product, promotion or service to be donated to the College for a particular purpose or project.

Sponsoring Club/Group agrees to provide YCF proceeds from the Event within thirty (30) days after the Event. Contributions will be accompanied by an accounting of donations.

All collateral material relating to the Event must specify at the point of solicitation: (a) that YCF is the benefiting organization; (b) that written information about YCF is available by calling (928) 776-2025; and (c) the actual or anticipated proceeds that will benefit YCF.

Proposed by	VP of Community Relations and Student Development	Date
Date	Yavapai College President	Date
Department Leadership	Yavapai College Foundation Executive Director	Date
Date		