



THIRD-PARTY FUNDRAISING PROPOSAL AND AGREEMENT

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

Organization Information

Name of Organization			
Address:	City	State	Zip
Contact Person Name	Title	Phone	email

Fundraising Activity Information

Name of Event or Fundraising Initiative	Date of Event
Location (city & venue):	
Description of Fundraising Activity:	
Will you be serving alcohol at the event? <input type="checkbox"/> YES <input type="checkbox"/> NO How will revenue be generated?	
Is YCF the sole beneficiary of your event? <input type="checkbox"/> YES <input type="checkbox"/> NO If "NO", who else is benefitting?	
What participation or resources, if any, do you request from YCF?	
How do you plan to publicize the fundraising activity?	
Anticipated total revenues:	Anticipated total expenses:
Anticipated total donation to YCF:	

Terms and Conditions:

Sponsoring Organization agrees to provide **YCF** proceeds from the Event within thirty (30) days after the Event.

Contributions will be accompanied by an accounting of donations. **Sponsoring Organization** shall seek approval by an official of **YCF** if for any reason there is a delay in compiling this information or disbursing funds.

Sponsoring Organization represents to **YCF** that: (a) it will comply with all applicable laws during the planning, promotion, and conduct of the Event; (b) all necessary insurance, licenses, registrations, filings and permits will be obtained and will be in force. (a copy of which shall be attached to this document.)

Any and all advertising and promotional materials to be used in support of this Event must be submitted to **YCF** for its review and written approval prior to production. **Sponsoring Organization** may not use any trademarks, service marks, logos, or other property of **YCF** in any of its advertising or promotional materials without prior written approval.

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**.

Sponsoring Organization agrees to indemnify and hold harmless **YCF** from any and all third-party claims made in connection with this fundraising activity, and from any and all claims relating to purchases made by consumers from **Sponsoring Organization** as part of this Event.

Each party will forward to the other any complaints and responses to complaints, or comments it receives relating to this fundraising effort.

Nothing in this document shall be construed to authorize **Sponsoring Organization** or any of its employees or representatives, to act as an agent of **YCF**.

The Yavapai College Foundation, formed in 1972, pursues excellence, opportunity, and access in education with financial support for students, development support for faculty, and program support for Yavapai College. The Foundation welcomes private donations to bridge the ever-increasing gap between public funding and student needs.

Thank you for your support!

Proposed by:

Approved by:

Name:
Title:
Organization: