



APPLICATION FOR EXTERNAL FUNDRAISING EVENT/PROJECT

STEPS TO REGISTER YOUR EXTERNAL FUNDRAISING EVENT/PROJECT:

- Step 1:** Complete the this application form and return to the Peninsula School Feeding Association (PSFA)
- Step 2:** The event organiser will then be issued with a Letter of Authorisation to be signed by both parties

PLEASE NOTE: Only fundraising events approved by PSFA will be entitled to take place.

INFORMATIO REQUIRED FOR YOUR FUNDRAISING EVENT/PROJECT

NAME OF PROJECT/EVENT:

VENUE:

DATE: START/...../..... **END** /...../..... *(if applicable)*

PLEASE PROVIDE A FULL DESCRIPTION OF THE INITIATIVE (If available please attach a short business plan)

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EXPECTED FUNDS TO BE RAISED BY YOUR EVENT/PROJECT *(approx) R*.....

FUNDRAISING MECHANISM: *(how will the funding be raised at the event/project)*

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HOW WILL YOU BE MARKETING AND PROMOTING THE EVENT/PROJECT:

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WHAT INVOLVEMENT IS REQUIRED FROM PSFA?

- Logo Social media Marketing material Other

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EVENT ORGANISERS DETAILS

Today's date:

Name:..... **Surname:**..... **Title:**.....

Company / Organisation / School / Group:.....

Designation:.....

Address:.....
.....
.....

City:..... **Province:**..... **Postal code:**.....

Email:.....

Phone: h (.....)..... **w** (.....)..... **(cell)**.....

Please send me your regular Newsletter by email post No Newsletter please

WHERE DID YOU HEAR ABOUT PSFA?

- | | | |
|--|---|---|
| <input type="checkbox"/> Website | <input type="checkbox"/> Newspaper / Magazine | <input type="checkbox"/> Television / Radio |
| <input type="checkbox"/> Twitter | <input type="checkbox"/> Facebook | <input type="checkbox"/> Past beneficiary |
| <input type="checkbox"/> Cause-Related Marketing | <input type="checkbox"/> Newsletter | <input type="checkbox"/> Other |

NAME: **SIGNATURE:**

DATE: **PLACE:**

Please complete and return to PSFA. Fax: (021) 4476047 Email: info@psfa.org.za