



Fundraising Event Information Sheet

CONTACT INFORMATION

Contact Name: _____

Company/Organization Name: _____

Shipping Address: _____

Phone: _____ Email: _____

EVENT INFORMATION

Envelope and/or Webpage Collection only

Walk/Run (Barefoot Walk, 5K race, etc.)

Party/Dinner with donation cover

Other: _____

Detailed Description of your Fundraising Event: _____

Start Date: _____ End Date: _____

Expected Number of Participants/Attendees: _____

Fundraising Goal: \$ _____



Fundraising Event Agreement

PURPOSE

Whereas Soles4Souls, Inc. (hereinafter "S4S") and _____
 (Individual/Organization Name, hereinafter "Party") desire to work together to present a Fundraising
 Event (hereinafter "Event") beginning on _____, 20_____, and ending on
 _____, 20_____, in _____
 (City, State), for the purpose of raising funds to provide footwear to people in need throughout the world.

1. Soles4Souls' Role:

- A. S4S will supply the appropriate information needed in order to raise funds in the name of S4S.
- B. S4S will supply fundraising envelopes for each participant as a means of collection, if needed.
- C. S4S will make available any logos or marketing materials to help promote the Event.
- D. S4S will issue an acknowledgement of the Event to the coordinating individual or organization.
- E. S4S will issue tax receipts to donors within 30 days of receipt/reconciliation of the Event's collection.

2. Party's Role:

- A. Party agrees to select an event date or a range of dates and notify S4S of any changes.
- B. Party agrees that it is collecting funds for S4S and will only use information approved by S4S for the purpose of talking points.
- C. Party may reference www.giveshoes.org as a tool to answer further questions, or contact Soles4Souls for any needed information.
- D. Party agrees to prioritize the event with partners and participants.
- E. Party agrees to return all collected funds to S4S' World Headquarters in Nashville, TN within two weeks of the end of the event.

This, the _____ day of _____, 20_____.

 Soles4Souls Representative

 Organization Representative