

## THIRD-PARTY EVENT PROPOSAL FORM

*Upon submitting your proposal, NEDIC will review your application and be in touch with you shortly.*

### **Event Planner Information**

Date of Application (mm.dd.yyyy):

First Name:

Last Name:

Name of Group or Company:

Name of Individual Responsible:

Mailing Address:

City:

Province:

Postal Code:

Home Telephone:

Mobile Telephone:

Email:

### **Event Information**

Name of Proposed Event:

Date:

Start Time:

Finish Time:

Event Venue:

Address:

City:

Province:

Postal Code:

Expected Attendee Numbers:

Please briefly describe the event and how funds will be raised:

### **Proposed Budget**

Please provide your estimated Net Proceeds to benefit NEDIC.

<b>Estimated Net Proceeds (Total Revenue – Total Expenses)</b>	<b>\$</b>
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Below is an event budget noting typical revenues and expenses which can be used as a guide.

Revenue		Expenses	
Ticket Sales	\$	Venue	\$
Sponsorship	\$	Food & Beverage	\$
Donations	\$	Printing (tickets, posters, etc.)	\$
Fundraising (auctions, raffle, etc.)	\$	Security	\$
Other (please specify)	\$	Advertising	\$
		License Fees	\$
		Prizes	\$
		Other (please specify)	\$
<b>Total Revenue</b>	<b>\$</b>	<b>Total Expenses</b>	<b>\$</b>

Do you Agree that NEDIC will receive net proceeds from the event within 30 days of the event's conclusion? (YES OR NO)

Do you understand and agree that all publicity for the proposed event (including the use of NEDIC's logo) must be reviewed and approved by NEDIC prior to being released, printed, etc.? (YES OR NO)

*Thank you for supporting NEDIC and the work we do across Canada.  
Your generosity is greatly appreciated!*