



### Event Description Form

Thank you for choosing the Autism Society Northwestern Pennsylvania (ASA-NWPA) as the charity for your upcoming event. We appreciate your support of the children and families we serve.

Organization/Individual Holding Event: \_\_\_\_\_

Event Coordinator: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Time: \_\_\_\_\_

Location: \_\_\_\_\_

Type of Event (brief description): \_\_\_\_\_

Do you plan to use ASA-NWPA's name or information in promoting the event? Would you like an electronic version of the logo (be sure to include an e-mail address below)? YES \_\_\_ NO \_\_\_

Can ASA-NWPA provide you with information about our organization? YES \_\_\_ NO \_\_\_

Would you like a representative from the Autism Society NWPA to receive the funds and take a photograph with a check presentation following the event? YES \_\_\_ NO \_\_\_

Would you like a representative from the Autism Society NWPA to attend the event? (Based on schedule and availability) YES \_\_\_ NO \_\_\_

I have read and agree to follow the Autism Society Northwestern Pennsylvania's Third-Party Fundraiser Procedures & Guidelines. I will assure that all funds will be adequately accounted for and promptly donation to the Autism Society Northwestern Pennsylvania.

Third-Party Fundraisers are not coordinated by and are not the responsibility of the Autism Society Northwestern Pennsylvania. Do not state or imply that the ASA-NWPA sponsors the event. Autism Society Northwestern Pennsylvania cannot take responsibility or assume liability for any third-party fundraiser event.

X \_\_\_\_\_
Signature Date

RETURN FORM TO: Autism Society Northwestern Pennsylvania, Attn: Tish Bartlett
1062 Brown Ave. Suite 200B, Erie, PA 16502

For questions, call (814) 455-3540 or autismsociety@nwpaasa.org

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The Autism Society of America - Northwestern Pennsylvania is a non-profit organization exempt from Federal tax under section 501c(3) of the Internal Revenue Code