



# Community Initiative Application Form

Community Initiative Fundraising Event Name: \_\_\_\_\_

Date: \_\_\_\_\_ Locations: \_\_\_\_\_

Detailed Community Initiative Event Description:

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## ANTICIPATED COST & GROSS INCOME OF EVENT

Anticipated Gross Income: \$ \_\_\_\_\_

Source(s) of Income: *(i.e. ticket sales, sponsorships, auction, donation / pledges etc.*

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Anticipated Corporate Sponsor(s): \_\_\_\_\_

Anticipated Expenses: \_\_\_\_\_

Types of Expenses: *(i.e. printing, food, location, etc.)*

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## EVENT ORGANIZERS

### Primary Contact:

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_  
**Company:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City:** \_\_\_\_\_ **Prov.:** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_  
**Work Phone:** (\_\_\_\_) \_\_\_\_\_ **Cell Phone:** (\_\_\_\_) \_\_\_\_\_ **Fax:** (\_\_\_\_) \_\_\_\_\_  
**Email:** \_\_\_\_\_ **Website:** \_\_\_\_\_

### Secondary Contact:

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_  
**Company:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City:** \_\_\_\_\_ **Prov.:** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_  
**Work Phone:** (\_\_\_\_) \_\_\_\_\_ **Cell Phone:** (\_\_\_\_) \_\_\_\_\_ **Fax:** (\_\_\_\_) \_\_\_\_\_  
**Email:** \_\_\_\_\_ **Website:** \_\_\_\_\_

### HomeFront's Community Initiative Terms and Conditions

1. HomeFront's name and/or logo can **ONLY** be used to promote a community initiative with approval by HomeFront. All event-related materials are to be submitted to HomeFront for approval prior to printing.
2. If there is a lottery or gaming aspect to your fundraiser, please consult with HomeFront so that appropriate licenses can be secured prior to your event.
3. HomeFront will not be responsible for any expenses incurred from community initiative fundraising activity.
4. Planning, coordinating, and implementing a community initiative are the responsibilities of the third party fundraiser.
5. Community Initiatives will **NOT** require human, technical, or financial resources from HomeFront.
6. The community initiative fundraising activity must align with HomeFront's mission and values.
7. Timing of community initiative fundraisers will not conflict with fundraising activities hosted by HomeFront.
8. All funds and financial accounting must be submitted to HomeFront within 30 days after the fundraising event.



I have read and agree to *HomeFront's Community Initiative Terms and Conditions*.

X \_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Print Title**

Please forward this completed and signed form to:

**HomeFront**

**Attention:** Tracy Neumann, Director Fund Development & Communications  
**Email:** [Tracy@homefrontcalgary.com](mailto:Tracy@homefrontcalgary.com)  
**Phone:** 403.206.2100, ext. 225  
**Fax:** 403.206.2106

Thank you for submitting your Community Initiative Application Form along with the signed Community Initiatives Terms and Conditions. Both forms will be reviewed and you will be contacted by HomeFront within five business days of receipt.

