

## Focus Ireland Fundraising Form

Name: \_\_\_\_\_

Organisation (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Type of fundraising event: \_\_\_\_\_

Date taking place: \_\_\_\_\_ Location: \_\_\_\_\_

Number of organisers: \_\_\_\_\_ Number of attendees expected: \_\_\_\_\_

Projected income: \_\_\_\_\_ Projected costs: \_\_\_\_\_

If your event will incur costs, please attach a detailed income and expense budget. Please note that we have strict guidelines on the use of the Focus Ireland name and logo, depending on income and income/expense ratio.

Have you run this or a similar event for any charity previously? YES / NO

If yes, please give details with income and expenses, name of charity and contact details:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you having a street collection or public raffle? YES / NO

If yes, has a Garda permit been applied for and received? YES / NO

How will money be stored before forwarding to Focus Ireland? \_\_\_\_\_

Will you be opening a bank account? YES / NO

Account Name: \_\_\_\_\_ Number of signatories on the account: \_\_\_\_\_

Please list their name(s): \_\_\_\_\_

Will you forward us copies of all bank statements relating to the account reflecting income and expenditure for this event? YES / NO

How will Focus Ireland receive the money? (cash, cheque, bank transfer etc): \_\_\_\_\_

Please indicate if you would like Focus Ireland a Focus Ireland t-shirt(s) and poster(s) to publicise your event.

Quantity of t-shirts \_\_\_\_\_

Quantity of posters \_\_\_\_\_

Quantity of Sponsorship Forms \_\_\_\_\_

Please attach the names of two referees:

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Affiliation: \_\_\_\_\_

Affiliation: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tel: \_\_\_\_\_

Tel: \_\_\_\_\_

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

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

**Declaration**

I declare that the information provided on this form is correct, and that **all proceeds from the event will be forwarded to Focus Ireland within six weeks of the event date.**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Witness: \_\_\_\_\_ Date: \_\_\_\_\_

**ID MUST BE PROVIDED BEFORE COLLECTION BOXES OR SPONSORSHIP FORMS WILL BE ISSUED**

FOR FOCUS IRELAND USE ONLY

Type of ID: \_\_\_\_\_

Authorised by: \_\_\_\_\_

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

Comments: