Third-Party Fundraiser Guidelines

If you would like to host a fundraising event or activity and donate all or some of the proceeds to Ozone House, we respectfully ask that you follow these guidelines:

1. We understand that Ozone House encourages fundraising events or activities that are consistent with their mission to help young people lead safe, healthy, and productive lives through intensive intervention and prevention services. Initials: _____

2. We agree that if we are donating a portion of our net proceeds, rather than the full amount, we will state exactly how much, either in a percentage or a specific dollar amount, on the Third-Party Fundraiser Info Sheet. And we will advertise the same. Initials: _____

3. We agree that if we wish to use Ozone House's name or logo on any materials, including advertising, we will receive Ozone House's approval prior to production. Initials: _____

4. We agree to underwrite all costs of the event or activity or to secure such underwriting. Ozone House shall incur no costs unless otherwise agreed to in writing prior to the event or activity. Initials: _____

5. We agree that we are responsible for obtaining all necessary permits, insurance and waivers/releases for the event and for the specific event location (if applicable). Initials: _____

6. We agree to coordinate our event or activity on a date/time that does not conflict with Ozone House's calendar of events. Initials: _____

7. We agree to allow Ozone House to display informational materials about their organization such as brochures, mailing list sign-up sheets and signage at the event or activity. Initials: _____

8. We agree to handle all monetary transactions for the event or activity and to present the proceeds to Ozone House within 30 days of the completion of the event or activity. Initials: _____

9. We understand that the preferred method of payment is a check or money order payable to Ozone House. We agree to attach a list of donors and donations of materials and supplies along with our donation so that appropriate thank you letters can be sent (if applicable). Initials: _____
Third-Party Fundraiser Info Sheet

Name of Organization or Individual: ____________________________________________

Contact Person(s): ____________________________________________________________

Address: ____________________________________________________________________

City: ___________________________ State: _________ Zip: _________________________

Phone: _________________________ Alternate Phone: ____________________________

Email: _________________________ Fax: ________________________________________

Date/Time of Event/Activity: _________________________________________________

Location: __________________________________________________________________

Brief description of activity/event: _____________________________________________

___________________________________________________________________________

Briefly explain how funds are going to be raised for Ozone House: _________________

___________________________________________________________________________

Briefly describe how the activity or event will be publicized: _______________________

___________________________________________________________________________

What support would you like from Ozone House? _________________________________

___________________________________________________________________________

*Ozone House has the right to decline any requests that do not align with our mission or fall outside our guidelines.

If you are donating a portion of the net proceeds (rather than the full amount) from your activity or event to Ozone House, please specify what percentage or dollar value you will be giving:

_______% of Proceeds or $_______ Value of Proceeds.
I have read and initialed the above Ozone House Third-Party Fundraiser Guidelines and agree to adhere to its policies. I hereby for myself, my heirs, executors and administrators waive and release all rights and claims for damages I or others involved with this event or activity may have against Ozone House, or which may arise out of traveling to, participating in and returning from this event or activity.

Name of Group/Organization: ____________________________________________

Contact Person's Name: ________________________________________________

Signature: _________________________________________ Date: ______________