



A Kid's Place of Tampa Bay Guidelines for Community Partnerships

Please complete the following application and submit to A Kids Place of Tampa Bay for approval.

Thank you for your interest in hosting an event to benefit A Kid's Place of Tampa Bay, Inc. To help make your event successful, the following guidelines were developed to assist you with managing your event:

- A Kid's Place accepts Community Fundraising Proposals from individuals, corporations, service clubs and organizations who want to raise funds in support of A Kid's Place.
- All promotional and fundraising materials (print, video, audio, scripts for presentations, etc.) in which the A Kid's Place name, program, or logo are used require prior approval. The unauthorized use of the A Kid's Place name, logo, or program is strictly prohibited.
- Our mailing lists of donors, staff and vendors are confidential. A Kid's Place of Tampa Bay cannot solicit these groups for events. A Kid's Place is also unable to sell tickets on behalf of individuals or organizations for community fundraisers and events.
- A Kid's Place of Tampa Bay reserves the right to request additional information prior to approving fundraisers.

For all approved fundraisers, A Kid's Place is able to provide:

- Logo for approved marketing materials
- Assistance determining where to direct your donation to the program of choice
- IRS compliant tax receipts for donations made payable to A Kid's Place of Tampa Bay
- Posting on the A Kid's Place website and social media pages

After approval, checks for the event and any additional donations should be made payable and delivered to:

A Kid's Place of Tampa Bay, Inc.

1715 Lithia Pinecrest Road

Brandon, FL 33511

Phone (813) 381-3839

Tamika Lopez at tlopez@akidsplacetb.org

Lindy Sperry at lsperry@akidsplacetb.org

Samantha Mellen at smellen@akidsplacetb.org

We appreciate you helping us make a difference in the lives of Tampa Bay's foster children.

Community Fundraiser Proposal Form

Name of Person/Group Sponsoring Fundraiser: _____

Contact Name: _____ Phone: _____

Address: _____ City: _____ State: _____ Zip: _____

Email: _____

Name of Event: _____

Date(s) and Time(s) of Event: _____

Location: _____

Description of proposed Event: _____

Anticipated Attendance: _____ Has this event been held before? _____ Date: _____

Is the event open to the public? _____ Invitation Only? _____

How will funds be raised? (Example: ticket sales, auction, etc.) _____

Will you solicit donations on behalf of A Kid's Place? _____

Will A Kid's Place be the sole beneficiary of funds? _____ If not, please list percent of funds that will go to A Kid's Place: _____

What other organizations receive funding if A Kid's Place receives less than 100% of the funds?

Is there a specific program this event would like to support or may the funds be used for operational needs?

Do you have a fundraising goal? _____

Are you requesting support from A Kid's Place staff member to be involved with this project or event?

If yes, please indicate support requested: _____

How will you promote the event? _____