



Curing Children's Cancer Fund Mission

The mission of the Curing Children's Cancer Fund is to find a cure for childhood cancer by providing financial support for some of the country's leading pediatric cancer researchers, including those at Texas Children's Cancer Center. The results of the cutting-edge research are shared with physicians around the world and benefit the children under their care.

Special Event Guidelines

These guidelines have been prepared for individuals, organizations and other groups that would like to hold an event benefiting The Curing Children's Cancer Fund (CCCF). **No announcement or publicity of any proposed event may be made until the Curing Children's Cancer Fund gives its approval.**

Curing Children's Cancer Fund has the right to approve only those events that represent the CCCF appropriately, upholding our mission and image, offering the net proceeds or an acceptable percentage of net revenue to Curing Children's Cancer Fund. The completed Events Proposal Form must be submitted to the Curing Children's Cancer Fund at least 30 days in advance of the event.

The use of the Curing Children's Cancer Fund logo and name may be used only after the CCCF has granted approval. All printed materials and other publicity to be published with the Curing Children's Cancer Fund logo or name must be seen and approved by a Curing Children's Cancer Fund representative prior to printing and distribution. If approved we will provide a camera-ready logo, please do not copy it from other sources.

In naming the event, Curing Children's Cancer Fund should not be used in the title, but as the beneficiary of the net proceeds. For example: (Event name) benefiting Curing Children's Cancer Fund. Curing Children's Cancer Fund reserves the right to approve any and all co-beneficiaries

If an organization plans to solicit contributions, sponsorships or in-kind gifts from businesses, the list of potential business sponsors must be reviewed and approved by the Curing Children's Cancer Fund prior to approaching.

Curing Children's Cancer Fund representation may be available for the event; however, the request must be made well in advance of the event. Determination for representation or support will be determined upon availability, date of event and past event success rate.

All net proceeds must be submitted to Curing Children's Cancer Fund within 45 days. Funds should be made payable to and mailed to:

Curing Children's Cancer Fund
14781 Memorial Dr. #1491
Houston, TX 77079

Curing Children's Cancer Fund does not release its mailing list to third party organizations.



EVENT PROPOSAL FORM

NOTE: APPLICATION MUST BE APPROVED BY CURING CHILDREN'S CANCER FUND PRIOR TO PUBLICIZING OR HOLDING EVENT.

Name of group or company planning event: _____

Contact Person: _____ Title: _____

Mailing Address: _____

Daytime Phone: _____ Alternative Phone: _____ Fax: _____

Email: _____

Briefly describe your organization: _____

Name of proposed event: _____

Date: _____ Time: _____ Location: _____

Briefly describe the event: _____

Is the event: Open to the public By invitation only

Have you formed a committee to help organize this event? Yes No

If no, who will support you in your efforts? _____

Has the event taken place before? Yes No If so, when, and elaborate on your successes and lessons

learned: _____

Are there other beneficiaries besides Curing Children's Cancer Fund? Yes No

If yes, please explain: _____

How will the funds be raised?

Raffle tickets: Yes No Amount: \$ _____ Ticket sales: Yes No Amount: \$ _____

Auction: Yes No Sponsorships: Yes No Amount: \$ _____

Other (Please explain): _____

Who will you solicit? Friends Clients Family Other: _____

How will you promote this event? _____

Why would you like to do a special event or promotion for Curing Children's Cancer Fund? _____

Do you need assistance with your event from Curing Children's Cancer Fund and, if so, what type of assistance do you need? _____

Do you need a CCCF representative at your event? Yes No

Estimated total costs of event: _____ Estimated revenue of event: _____

Estimated net income of event: _____

How will expenses be paid? From proceeds By event organizer

Estimated amount to be given to Curing Children's Cancer Fund : _____

Does your company plan to match the amount you raise? Yes No

I agree that Curing Children's Cancer Fund will receive all revenues from the event within 45 days of the event.

Yes No

I agree that all publicity for the event must be approved by Curing Children's Cancer Fund prior to being release printed, etc.? Yes No

Signature of applicant: _____ Date: _____

Print name _____

PLEASE RETURN FORM TO:

Mallori Ramey
Curing Children's Cancer Fund
14781 Memorial Dr. #1491
Houston, TX 77079
713-503-6247
mgramey1@gmail.com

Your support is greatly appreciated!

For CCCF use only

Date approved: _____ Approved by: _____