



Create an Event for Ronald McDonald House Charities



Every day of the year our Ronald McDonald House® is open to serve and support families with sick or severely ill children receiving care at Colorado Springs hospitals. Your donation, either financial or of "Wish List" items, makes it possible for us to continue our mission of hope, comfort and care twenty-four hours a day all year long for families in need.

Ronald McDonald House Charities of Southern Colorado / Keeping Families Close

What's Your Plan?



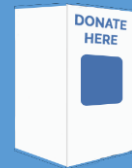
Host a House Party

Invite friends, family and neighbors over and encourage them to bring "Wish List" items for RMHCSC to the Party



Organize an Event

\$50 will cover a families most basic needs for 1 night, organize your business, church or club and hold a fundraiser for RMHCSC



Plan a Collection Drive

"Wish List" items are the basic staples families need. This is a great project for schools, scouts and volunteer hours.

Fundraiser Checklist



Decide on a day, place and time for your event. Who do you expect your donors to be? Fill out and return the Ronald McDonald House® Fundraising Form by e-mail.



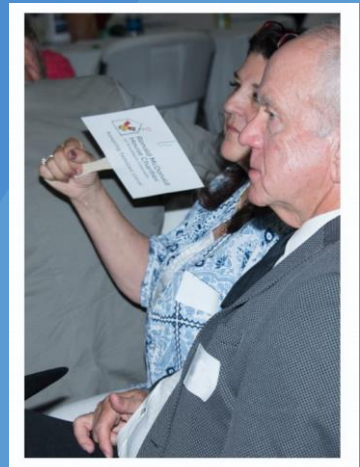
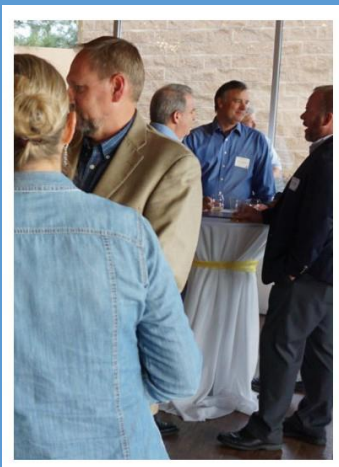
Make a flyer, poster or use one of our customized designs. Post it in breakrooms, share on social media, send e-mails or texts to possible contributors including; family, friends, customers and vendors.



For "Wish List" Drives set aside or construct collection boxes displaying your approved posters and the "Wish List" alerting people to your drive. Do the same for designated drop off areas .



After the successful completion of your fundraiser drop off or mail event proceeds to:
Ronald McDonald House Charities of Southern Colorado
4223 Royal Pine Drive -Colorado Springs, CO 80920



Contact

Alex I Executive Administrative Assistant
alex@rmhcsoutherncolorado.org | 719-471-1814
4223 Royal Pine Drive - Colorado Springs, CO 80920

Contact Information

Name of sponsoring organization or individual: _____

Contact person: _____

Telephone: _____ Cell: _____ e-mail: _____

Address: _____

Event Overview

Name of activity/event: _____

Location: _____

Date: _____ Time: _____

Description/Concept/Objective: - _____

Does this event have any political, religious, or any social issue awareness intent? Yes ___ No ___

Has this event been done before? Yes ___ If yes, when and result? _____ No ___

Projected audience (Internal/External): _____

Projected Goal: _____

Do you plan to pay an individual or organization to help plan, manage or conduct the activity/event or to solicit contributions? ___ Yes ___ No ___ If Yes, please explain _____

Financials

Will you be raising money for Ronald McDonald House Charities of Southern Colorado? Yes ___ No ___

Source of funds: _____

Projected donation: Minimum \$ _____ Maximum \$ _____ or _____ % donated to Ronald McDonald House Charities®. Will other organizations receive portions of the income? Yes ___ No ___

Marketing

Will you be advertising or publicizing this activity/event? ___ Yes ___ No ___ If so, who will be handling these tasks? Please describe: _____

Will your event have sponsors? ___ Yes ___ No ___ If yes, who? _____

Do you have a media sponsor? If so, who? _____

Who is your projected audience? _____ Estimated attendance: _____

Please check the types of promotional activities you may pursue: Press Release: _____ Promotional Flyers: _____
PSA (TV/radio): _____ Social Media: _____ Posters: _____ Invitations: _____ Web Site: _____ Mass E-mail: _____

_____ I would like to use the RMHCSC logo.

Ronald McDonald House Charities® must review and approve all materials that include our name and/or logo.

Please submit materials to captaindan@rmhcsoutherncolorado.org for approval.

What are your expectations of Ronald McDonald House Charities®? (Staff representation at the fundraising activity/event, promotional materials, etc... we require a minimum of \$1K for a RMHCSC representative to attend the event.):

I agree that the information provided in this document is accurate and further agree to the terms set forth in Ronald McDonald House Charities® Fundraising Guidelines document.

Signature: _____ Date: _____

All proceeds for the event(s) shall be delivered to Ronald McDonald House Charities® within 30 days of the event.

Please note: Per IRS guidelines, Ronald McDonald House Charities of Southern Colorado cannot "endorse" the sponsor's brand/product or provide a "call to action" that causes financial benefit to the sponsor, advertise, promote, market any product or service provided by the sponsoring company, state comparative language, price information or other indications of savings or value, an endorsement, or an inducement to purchase, sell, or use the products or services of the sponsor.