



## Third-Party Event Application

*Hosting your own event to benefit the Toledo Humane Society? Please fill out and submit our Third-Party Event Application at least 2 weeks prior to your event, and our Marketing and Development Department will be in contact shortly!*

Request Date and Time: \_\_\_\_\_

Name of Presenting Individual/Organization: \_\_\_\_\_

Proposed Event Name: \_\_\_\_\_

Date and Time of Event: \_\_\_\_\_

Event Location (name and address):

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

Event Description:

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

Type of Donations Generated by Event (E.g. Monetary, Physical Items, etc.) \_\_\_\_\_

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

Projected Income? \$\_\_\_\_\_ Anticipated donation to THS (if any): \$\_\_\_\_\_

**Please describe any request for THS support for consideration (E.g. THS representative present at event, THS brochures or flyers, etc.)**

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

Will other organizations be involved or benefit from this event? If so, please name and describe the extent to which these groups will benefit: \_\_\_\_\_

\_\_\_\_\_

How do you plan to promote your event? \_\_\_\_\_

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

What, where, and how will you use the Toledo Humane Society name?

Please note that advertising materials, which include the name and/or logo of the Toledo Humane Society, must be reviewed by the THS team to ensure that it is consistent with our marketing standards.

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

## **Contact Info**

**Please list a contact from your organization that are either organizing the event and/or in charge of the event day of.**

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

**Primary Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

## **Signed Acceptance of Guidelines**

I have read the third-party fundraising event guidelines outlined on the Toledo Humane Society website and agree to follow them with regards to holding the proposed event to benefit the Toledo Humane Society.

By submitting a third-party event application, you agree to assume all risks and liabilities associated with the proposal and hereby release and hold harmless the Toledo Humane Society entities, their directors, officers, employees, agents and successors from and against any and all claims, damages, liabilities, costs, and expenses, including reasonable attorney's fees arising out of or in connection with the event, including without limitation any personal injuries or damages to property that may occur in conjunction with your proposal.

By publicly advertising THS as the recipient of the proceeds, I agree to have all monetary or physical donations to the shelter within 30 days of the event.

**Submitted By:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## **Please submit this form to:**

**Maggie Doster**  
**Development Manager**  
Toledo Humane Society  
827 Illinois Avenue  
Maumee, OH 43537

mdoster@toledohumane.org  
(419) 482-7110  
www.toledohumane.org