

Statement of Purpose

The Boys & Girls Club of Greater Holland appreciates the many people and organizations that want to organize fundraisers to support our work of helping kids that need us most excel in the areas of education and career development; the arts; sports, fitness, and recreation; character and leadership development; and health and life skills. However, only those third-party events which meet specific criteria and benefit the Boys & Girls Club of Greater Holland will be considered for approval. Each event will be reviewed on a case-by-case basis.

Definitions

“Third Party Fundraising Event/Campaign”: A fundraising activity by a non-affiliated group or individual, where the Boys & Girls Club of Greater Holland has no financial responsibilities and little or no staff involvement.

“Event Organizer/Coordinator”: Person, group, organization, or business hosting a third-party fundraising event or campaign to benefit the Boys & Girls Club of Greater Holland.

Event Application and Approval

Please review these third-party fundraising guidelines before completing the attached application. Please note that:

- Approval by the Boys & Girls Club of Greater Holland must be obtained before you promote, advertise, or hold your event or campaign.
- Annual events should be registered with the Boys & Girls Club of Greater Holland.

You will receive notification regarding approval or decline of your third-party fundraiser application within 5 business days from receipt of your application. If approved, you will be provided with additional resources including BGCGH logos and guidelines.

How Can the Boys & Girls Club of Greater Holland Help?

- Offer advice and event planning expertise
- Provide promotional materials for approved fundraisers
- Provide and approve the Boys & Girls Club of Greater Holland logo use
- Limited promotion of the event through the website, social media, and e-newsletters
- Provide a letter of authorization and validation to assist in fundraising.
- Provide tax acknowledgment for donations made payable directly to the Boys & Girls Club of Greater Holland. Only gifts and donations made directly to the Boys & Girls Club of Greater Holland will be considered tax deductible.

Unfortunately, the Boys & Girls Club of Greater Holland cannot:

- Provide funding or reimbursement of expenses
- Provide donor or vendor information
- Solicit businesses or vendors for financial or in-kind support
- Guarantee event attendance by staff, volunteers, or members (case-by-case basis)



Third Party Fundraiser Application

Please note: this document applies only to event organizers who wish to use the name of the Boys & Girls Club of Greater Holland or our logo in promoting a public fundraising event or campaign. If you are organizing a private event or an internal company event, you do not need to complete this form.

Third-Party Organizing Information

Group / Organization: _____

Contact person: _____

Mailing address: _____

Phone: _____ Email address: _____

Proposed Event / Campaign Details

Name of proposed event: _____

Description of event: _____

Date(s) of event: _____ Time: _____

Venue name: _____

Event website: _____

Event social media: _____

How will funds be raised? Sponsorships Ticket Sales Auction Raffle* Donations

Other (please specify): _____

What is the anticipated event attendance? _____

What are the estimated gross proceeds of your fundraiser? _____

What are the anticipated expenses of your fundraiser? _____

Will proceeds be divided among multiple beneficiaries? _____

If so, who are the other beneficiaries? _____

How will the proceeds be divided? _____

How do you plan to promote your fundraiser? _____

Are you requesting support or event attendance from BGCGH? _____

If yes, what are your requests? _____

Please Note: Support and attendance from the Boys & Girls Club of Greater Holland is not guaranteed.

I, the undersigned, hereby agree and acknowledge on behalf of _____
(organization) that the Boys & Girls Club of Greater Holland will not be liable for anything associated directly or indirectly with the event organizer or the event/campaign, including but not limited to: expenses; purchases; damage, accidents or thefts to individuals or property; and insurance or liability coverage.

Print Name: _____ Signature: _____

Organization: _____ Date: _____

Please email or mail your completed application to:

Ty Tanis
Director of Development
Boys & Girls Club of Greater Holland
435 VanRaalte Avenue
Holland, MI 49423

ttanis@bgch.org

Phone: 616.392.4102 ext. 108

Once your application is received, it will be reviewed for approval.

Thank you for your interest in supporting our Club!