



**take a hike**  
YOUTH AT RISK FOUNDATION®

## COMMUNITY EVENT PROPOSAL FORM

Thank you for your interest in organizing a benefit event in support of Take A Hike Youth at Risk Foundation. Please complete and submit this form to Take A Hike Foundation at least one month prior to the event date. All event application must be approved prior to the promotion and execution of the event. Event proposals will be reviewed within one week of receipt. Prior to approval, the Event Host(s) will be required to sign a privacy agreement.

**CONTACT INFORMATION (PLEASE ENTER THE NAMES(S) OF THE CONTACT(S) RESPONSIBLE FOR THE EVENT.**

**Date of proposal** \_\_\_\_\_

**Event Host (full name)** \_\_\_\_\_

**Mailing Address** \_\_\_\_\_

**City, Province** \_\_\_\_\_ **Postal Code** \_\_\_\_\_

**Event Co-Host (full name)**  
*(if applicable)* \_\_\_\_\_

**Mailing Address** \_\_\_\_\_

**City, Province** \_\_\_\_\_ **Postal Code** \_\_\_\_\_

### EVENT DETAILS

**Date of Event** \_\_\_\_\_

**Event Name** (as you would like to be recognized) \_\_\_\_\_

**Event Location** \_\_\_\_\_

**Mailing Address** \_\_\_\_\_

**City, Province** \_\_\_\_\_ **Postal Code** \_\_\_\_\_

**What inspired you to hold an event for Take a Hike Foundation?**

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**Please provide a brief description of the event (type of event, i.e. golf tournament, dinner party, gala, run, etc. and how funds will be raised to support Take a Hike Foundation.**

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**Who will attend your event?**

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**How many people do you expect to attend?** \_\_\_\_\_

**Do you plan to offer sponsorship opportunities at you event?**  Yes  No

**In event program**  **display logo at event**  **Other:** \_\_\_\_\_

## EVENT DETAILS

**How do you plan to promote your event?**

- Posters
- Flyers
- New or magazine ads
- Other: please list) \_\_\_\_\_
- Media release
- Invitations
- Emails
- Online Event Listing
- Online Ads



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## PROPOSED EVENT BUDGET

A. Estimated Revenue		Amount	B. Estimated Expenses		Amount
Tickets	\$		Location/Venue	\$	
Sponsorships	\$		Food & beverages	\$	
Auction	\$		Printing	\$	
Donation	\$		Prizes or awards	\$	
Other	\$		Advertising	\$	
	\$		Licensing Fees	\$	
	\$		Insurance	\$	
	\$		Other	\$	
<b>TOTAL A</b>			<b>TOTAL B</b>		

<b>C. Estimated Net Revenue:</b>	<b>Total A minus Total B: \$</b>
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