



Registration Form for Community Fundraising Activities

Thank you for offering to fundraise in support of Cavendish Cancer Care. Please would you complete the information requested and return to the Fundraising office, in order that we can:

1. register your activity within our Calendar of Events
2. identify any support you may need from Cavendish Cancer Care

Please print your details below:

Full Name and Address of Event Organiser including Postcode :

Are you a regular volunteer for Cavendish? YES / NO

Contact Details:

Daytime Tel	
Evening Tel	
Mobile	
E-mail	

Proposed Activity

Proposed Date and Times

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Proposed Location

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How will the funds be raised? (e.g. raffle, auction, sponsorship etc.)

Will tickets be sold? YES / NO*

How will the activity be publicised?

Will you require any Cavendish Cancer Care promotional material?

YES / NO*

(e.g. Leaflets, posters T-shirts, Collection Tins, Running vest etc. Please detail what you would like and we will try our best to help)

By when ?

Will you require the Cavendish logo for printing purposes? YES / NO*

Email	
Disk	
Other	

*(Please submit a draft copy of all proposed Material to The Cavendish Centre for approval prior to printing)

Would you like to sell some of our draw tickets at your event?

(If available at this time.) Yes/NO

How many books (10 per book)	
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Will you require a representative from Cavendish to attend?

YES / NO*

Please note that while we will make every effort to attend your event should you wish us to be there the team at the centre is very small and this will not always be possible. However this does not mean we do not value your support, without people organising fundraising events on our behalf Cavendish Cancer Care would not be where we are today.

Times of attendance	
Number of people required	
Speech required	
Duties of the attendees	

Are there any other beneficiaries? YES / NO*

If YES, which charities

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Expected Revenue £

of which % to be donated to Cavendish Cancer Care [If there is a split in revenue it is a legal requirement that this box is detailed.]

Expected date of Donation