



ARRC Fundraising/event Application Form

has been developed to assist groups and individuals that are planning fundraising projects to benefit Autoimmune Resource and Research Centre (ARRC). The form must be completed by any individual or group wishing to conduct a fundraiser or event on behalf of ARRC. The form can be submitted either via standard post or electronic post to:

Executive Officer

Autoimmune Resource and Research Centre or email: ARRC@autoimmune.org.au

Pathology Building, John Hunter Hospital

Locked Bag 1

HRMC NSW 2310

The application form will be promptly assessed and if successful an ARRC fundraising event number and 'authority to fundraise' authorisation letter will be sent to the nominated Community Fundraising Event Coordinator (CFR). Official ARRC authorised fundraising events cannot commence prior to the authorities and approval letters being issued.

Contact Details

Community fundraising event coordinator (CFR) is the name of the person who will be registering and organising the event. This person will be the principal contact.

Name CFR: _____

Preferred Name for communication: _____

Name of organisation/company/committee: _____

Address: _____

Suburb: _____ Postcode: _____ State: _____

Phone (work): _____ Phone (home): _____

Mobile: _____ Fax: _____

Email: _____

Privacy Information

At ARRC, we recognise the importance of your privacy and the safeguarding of your personal information. We are careful with all your details and will use them to contact you about fundraising, our work, and other issues we believe will be important to you. ARRC will not pass on your contact details to another organisation or individual without your permission.



Event Information

Name of event: _____

Description of Event, briefly explain the proposed fundraiser event:

Date and time of event (if known): / /20

How many people do you think will attend? _____

Location of event:

work community school Club/group/body other _____

Venue: _____

Insurance: Please provide any details of any public liability or comprehensive insurance requirements required for activity.

Permits: Please provide details of any permits required to run the event, (police, fire department, council, liquor, procession, other). If you are holding an event open to the public please check with your local police to see if you require a police permit.

Raffles and Art Unions

Will you be holding any raffles or art unions in conjunction with this event? Y N

Do you require ARRC to provide you with raffle tickets? Y N

If Y, how many books of 100 would you like? _____

Describe how you plan to promote your event.

Will you require ARRC staff representation at you event? Y N

If yes, what would you like the ARRC staff representative to do?



