

New Mexico Horse Rescue Fundraising (Fundraiser Approval Form)

Please complete this form and submit to the Board for approval at least 4 weeks prior to the commencement of your fundraiser. New Mexico Horse Rescue at Walkin N Circles Ranch (WNCR) requires approval of all fundraisers. This form will enable us to keep accurate records and avoid duplication of events.

Today's Date: _____

Fundraising Request for (check one):

Quarter 1 Quarter 2 Quarter 3 Quarter 4

Fundraiser/Activity Name: _____

Volunteer Sponsor: _____

Event Chairperson (if different than sponsor): _____

Sponsor Phone Number: _____ - _____ - _____ Email: _____

Fundraiser Brief Description: _____

Date(s) of fundraiser: _____ Anticipated Profit from Fundraiser: \$ _____

Explain how the funds raised will be used: _____

Will WNCR need to sign a contract? Yes No
(If yes, attached the contract to this form for board review)

Describe any up-front costs or other necessary commitment of WNCR resources: _____

Will the fundraiser be advertised? Check all that apply:

Flyers Email Mailing WNCR Publications Calls Social Media Other _____

For newsletter, contact Linda Hudson: lbudson@comcast.net

For social media, contact Peggy Loftis: mspeggylea@gmail.com

For flyer approval, contact Lauri Michael: l_hogan@hotmail.com

Describe the method of collecting and securing funds. Include a description of how sales and receipt of funds will be documented: _____

Board Use Only

Approval Status: Approved Denied Reason for denial: _____

Board Member: _____ Date: _____