

Event Request Form



Title of Event:			
Type of Event:			
Date:			
Rain Date: (if applicable)			
Set Up Time:			
Event Time:			
Clean up End Time:			
Location:			
Event Description:			
Estimated Number of Attendees:			
Event Sponsors: (if any)			
Will HARP receive proceeds?		If so, what is the fundraising goal?	
How will proceeds be raised?			
Demographic:			
Will you require use of HARPs Logo?	Yes	No	
Purpose of Event:			
Contact Name:		Phone:	
Contact Email:			
Media Coverage Expected:	Yes	No	Maybe/Invited
If yes/maybe:	TV	Radio	Print
Have you raised funds for HARP before? If yes, please give details			
Comments:			