

**Application to Conduct an Independent Fundraiser to benefit  
the Iowa Affiliate of Susan G. Komen for the Cure®**

Date of Application: \_\_\_\_\_

Organization or Group: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

---

**EVENT INFORMATION**

Name of Proposed Event: \_\_\_\_\_

Description of Proposed Event: \_\_\_\_\_

Date(s) of Event: \_\_\_\_\_ Time: \_\_\_\_\_

Location: \_\_\_\_\_ Rain Date (if applicable): \_\_\_\_\_

In what ways will you raise funds through this event? Please check all that apply and add specifics on amounts to be charged.

Donations at the door / admission / registration \_\_\_\_\_

Selling merchandise \_\_\_\_\_

Raffle (must follow all State laws) \_\_\_\_\_

Other: \_\_\_\_\_

Date by which payment will be made to the Affiliate: \_\_\_\_\_

Anticipated Income: \_\_\_\_\_

Anticipated Expense: \_\_\_\_\_

Anticipated Donation: \_\_\_\_\_

Independent Fundraisers should adhere to the standard of no more than 25% of gross revenues for expenses.

In accordance with the Better Business Bureau Wise Giving Alliance's guidelines for charitable promotions, all advertising and promotional materials for your event must clearly disclose to the public the specific amount of money from the consumer's purchase that will be donated to the Komen Iowa Affiliate (i.e. \$10 of each ticket or 20% of the sales). Please list those amounts in this application. This information is required for the processing of the Letter of Agreement.

**Application to Conduct an Independent Fundraiser to benefit the  
Iowa Affiliate of Susan G. Komen for the Cure®**

Please list any planned publicity,  
promotion or advertisement for  
this event: \_\_\_\_\_

Will any other charitable organizations  
benefit from this event/promotion?  
If so, please describe the relationship. \_\_\_\_\_

If an established event, please describe  
it's history and who the beneficiary  
organization has been in the past: \_\_\_\_\_

The Komen Iowa Affiliate can only provide limited assistance for Independent Fundraisers. Please check below any assistance you may request for your event:

- Educational materials to hand out to attendees / participants.
  - A representative from Komen would be appreciated to speak (subject to availability).
  - We would like to have an educational table set up where attendees can learn about breast health and donate to Komen.
  - Other requests: \_\_\_\_\_
- 

**INSURANCE REQUIREMENTS**

All Independent Fundraisers, which name the Iowa Affiliate of Susan G. Komen for the Cure as a benefactor, must provide the Affiliate with an insurance certificate showing proof of insurance at least 30 days prior to the event. The insurance certificate must name the Iowa Affiliate of Susan G. Komen for the Cure and Susan G. Komen for the Cure as additional insureds.

**THIS IS AN APPLICATION, NOT A BINDING CONTRACT**

Applicant has read the Komen Iowa Affiliate Independent Fundraiser guidelines and agrees to abide by them. **Applicant understands that approval must be granted by the Komen Iowa Affiliate and a Letter of Agreement must be fully executed (signed by both parties) before Applicant may plan or promote the proposed event.** The Iowa Affiliate of Susan G. Komen for the Cure shall not be liable to any vendor or other third party for any fees, costs, or payments of any kind associated with the event, and Applicant agrees to indemnify and hold harmless the Komen Iowa Affiliate against any such claims by third parties or vendors for said fees, costs or payments.

Please provide the Affiliate a minimum of 30 days for processing and approval. All applications must be received 60 days prior to the planned event date. Depending on the complexity of the event, approval may have to be gained from Komen's headquarters before moving forward.

Signature \_\_\_\_\_ Date \_\_\_\_\_

A digital signature is acceptable (please email to [info@komeniowa.org](mailto:info@komeniowa.org)), or you may print this document, sign and mail to Komen Iowa Affiliate, PO Box 65664 West Des Moines, IA 50265 Questions? Call 515-309-0095

***Thank you very much for wishing to fundraise for the Komen Iowa Affiliate.  
Together, we can end breast cancer forever.***