

# Fundraiser Agreement

A fundraising event is being planned by: \_\_\_\_\_  
*Name and Club*

**If this is a fundraiser for a non-profit organization, please attach a letter from the organization acknowledging their awareness of this event—include the organization’s taxpayer ID Number.**

The following details and information are submitted as the necessary requirements for use of the Laguna Woods Village Clubhouse Facilities for a fundraiser:

**Method of Raising Funds:**  Tickets  Selling Goods  Raffle  Other: \_\_\_\_\_  
 (Check all that apply)

Please Print

<i>Date</i>	
<i>Time</i>	
<i>Clubhouse and Room</i>	
<i>What Club/Non-Profit Organization is this fundraiser for?</i>	
<i>If raising funds for a non-profit organization, please list their taxpayer ID number:</i>	

**Recreation Department Policy:  
 B. Fundraisers**

1. Up to four GRF authorized fundraisers, per calendar year, are permitted for a club/group/organization.
2. Must be a GRF recognized club/group/organization hosting the event.
3. If fundraiser is for an outside organization the organization must be an IRS-recognized nonprofit organization such as 501(c) (3) qualified charitable nonprofit organization. A taxpayer ID number and letter of acknowledgement from the nonprofit organization is required.
4. Club/group/organization may sell products, hold silent auctions, fashion shows or events as approved by the Recreation Department.
5. Club/group/organization must complete a fundraiser agreement form 30 days prior to date of fundraiser event.

**I, the undersigned, do herewith understand that approval of this application must be received prior to initiating any fundraising events. I agree that the primary purpose of this reservation is to raise funds for the Club/Non-Profit Organization. I agree that I and my attendees will not benefit financially from this event. I have read, and agree to adhere to the Recreation Department Policy.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Resident ID:** \_\_\_\_\_

**Address:** \_\_\_\_\_