



Third Party Event Registration Form

Third Party Event Guidelines

The BC Federation of Foster Parent Associations appreciates your support for the work we do to help foster families throughout British Columbia.

The terms and conditions for hosting a Third Party Event are outlined below. Please read them, then complete this application form and return it to us by mail or email before your event.

GENERAL INFORMATION:

Name of Group/Organization: _____

Contact: _____

Phone: _____

Email: _____

Address: _____

EVENT INFORMATION:

Name of Event: _____

Date(s): _____

Time(s): _____

Event Location: _____

Brief Description of Event: _____

Expected # of Attendees: _____ Revenue Goal: _____

BC Federation of Foster Parent Associations

Suite 208 – 20641 Logan Avenue, Langley, BC V3A 73R
1-800-663-9999 ● www.bcfosterparents.ca ● office@bcfosterparents.ca

What proceeds will be given to BCFFPA?

- All proceeds (no expense deductions) Net proceeds
 Partial proceeds (portion of each ticket sold) % of Proceeds (what %)

Will other charities be benefiting from this event? Yes No

What kind of support do you require from the BC Federation of Foster Parent Associations?

- Speaker at event Staff representation
 Display Informational materials
 Other Event promotion

Terms and Conditions:

1. Please sign and return the agreement form before organizing or marketing your event.
2. Every Third Party Event must be approved by BCFFPA's Fund Development Coordinator.
3. Any promotional materials must be approved by our office. If needed, please contact us to request our official logo and messaging.
4. The Third Party Event must not be held for the purpose of obtaining business contacts for the third party's benefit.
5. If we feel that our reputation may be compromised, or for any other reason, we reserve the right to cancel our agreement.
6. If you are a corporation or a local business, your Third Party Event requires appropriate insurance. If you are local community group or an individual hosting a fundraiser through a neighbourhood event, this may not be applicable.

I hereby acknowledge that I have read and understand the Terms and Conditions of BC Federation of Foster Parent Associations Third Party Events and will adhere to them as outlined in this document.

Print Name: _____

Signature: _____

Date: _____



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