

# Saint Ignatius Parish

Saint Bartholomew Church – Saint Peter and St. Rose Church

## **FUNDRAISING OR EVENT REQUEST FORM**

All fundraising activities for the parish and its groups must be approved by the parish priest or the Parish Council as stated in the St Ignatius Parish *Fundraising and Event Policy*.  
Complete this form for your request and submit to the Office for review. Please include any other information necessary when submitting this request.

### **CONTACT INFORMATION:**

Organization/Group/Ministry: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

### **FUNDRAISER OR EVENT INFORMATION:**

Name of the Event: \_\_\_\_\_

Fundraiser Type: \_\_\_\_\_

Proposed Dates of Event:      **1<sup>st</sup> Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_/      **2<sup>nd</sup> Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_/

Time Frame for Event:

Starting time: \_\_\_\_\_ am      pm      Ending time: \_\_\_\_\_ am      pm

Location: \_\_\_\_\_.

Description of the Event:

\_\_\_\_\_

Type of Items being sold:

\_\_\_\_\_

Estimated Sale: \$ \_\_\_\_\_

Estimated Expenses: \$ \_\_\_\_\_

Estimated Profit: \$ \_\_\_\_\_

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## USE OF FUNDS:

Who will benefit from the proceeds of this event? Please briefly describe how will the profit be used to support our parish mission.

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Representative

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date

Fundraiser Approved:

Yes.

No.

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Parish Priest Signature

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date