



THE LIBERTIES COMMUNITY PROJECT FUNDRAISING FORM

To comply with law and of course, to give you as much help as possible, we must keep a record of individuals who are fundraising on our behalf including all contact and event details planned. [Please return this form via email to info@thelibertiescommunityproject.ie](mailto:info@thelibertiescommunityproject.ie) or post to: **The Liberties Community Project, 90 Meath Street, Dublin 8.**

Title:		First Name:		Surname:	
Age: ☐ Under 18 years of age ☐ Over 18 years of age					
Postal Address:					
Contact Number(s):			Email Address:		
At times we would love to keep in touch with updates on fundraising and our work that you are so kindly supporting. Please tick below how you would like to be contacted (can be multiple options): ☐ Email ☐ Mobile					
Have you fundraised for The Liberties Community Project before: Yes ☐ No ☐ If yes, please detail here:					
Fundraiser Details:					
Location/Venue:		Date:		Time:	
Do you require fundraising materials? If yes, please detail <u>quantity</u> required below: Leaflets / Promotional Materials: Collection Buckets: (please note that requested buckets must be collected from our Office) Please remember when requesting materials, that there are costs for us to source collection buckets and printed material. Please return <u>all buckets</u> after your event to The Liberties Community Project.					
Any Other Information:					
I the undersigned agree to comply with The Liberties Community Project legal requirements and fundraising conditions outlined overleaf. Signature: _____ Date: _____					



THE LIBERTIES COMMUNITY PROJECT TERMS AND CONDITIONS

Thank you so much for organising a fundraiser and for your commitment.

To ensure you have all of the necessary information to organise your fundraiser, please read the below terms and conditions and sign overleaf to show you have understood this information.

If you have any queries, please don't hesitate to contact our fundraising team by emailing:
info@thelibertiescommunityproject.ie

The organiser of any fundraising event must adhere to all existing legislation and apply for any permits/permission that may be required. To organise a permit, you will need to contact your local Garda Station. **Please send a copy of any permits to The Liberties Community Project, 90 Meath Street, Dublin 8.**

Organisers are advised to ensure they have the relevant insurance cover in place for any event involving the general community or individual members of the public. Our insurance policy does not cover events held by our supporters.

Organisers wishing to use our name and logo must request permission from the organisation.

We very much appreciate attendance requests and would love to attend when we can but please note we are a small team and it may not be possible to do so. Please give as much notice as possible and we will try to have someone available on the day to attend your much appreciated fundraiser.

All collection buckets must be returned following your fundraiser.

Please return all funds raised from the event/fundraising activity to The Liberties Community Project within 21 days of the event.

Please return the completed form overleaf for authorisation before proceeding with your fundraiser.