



# Activity and Fundraising Proposal

## ACTIVITY COORDINATOR/S DETAILS

Name/s of the Activity Coordinator/s: \_\_\_\_\_

Name of organisation (if applicable): \_\_\_\_\_

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

Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Mobile: \_\_\_\_\_

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

## ACTIVITY DETAILS

Name of activity: \_\_\_\_\_

Outline/description of activity: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Venue/location of activity: \_\_\_\_\_

Activity date: \_\_\_\_\_ Finish date: \_\_\_\_\_ (if applicable) Time: \_\_\_\_\_

Briefly outline what method/s of fundraising you intend to utilise: e.g) collection donations, raffle, etc:

\_\_\_\_\_

\_\_\_\_\_

Names of current or intended sponsors and/or products promoted or used:

\_\_\_\_\_

\_\_\_\_\_

Please tell us why you have chosen Legacy as your nominated charity:

\_\_\_\_\_

\_\_\_\_\_

Please tell us where you would like the funds to go? Legacy Australia or your local Legacy Club(s)?

\_\_\_\_\_

## BUDGET DETAILS

What is your fundraising target? \_\_\_\_\_

Will another organisation benefit from the fundraising?  Yes  No

If yes, please state which organisation: \_\_\_\_\_

Please provide information on how the income/proceeds will be allocated to Legacy:  
(100% to Legacy / income less expenses / income split with other charity)

\_\_\_\_\_

What % of funds raised will be given to Legacy? \_\_\_\_\_

**Please note:** It is a requirement of the ATO that activity organisers keep accurate records of income and expenditure. Additional information will be forwarded to you upon receipt of this application.

## ACTIVITY ASSISTANCE

I would like to request the following support/assistance from Legacy:

(Please note: We will contact you about your requirements. All support/assistance is subject to availability.)

- Borrow signage
- Donation boxes/tin hats
- Receipts (record of donation)
- Raffle tickets
- Use the Legacy logo

If so, please specify how: \_\_\_\_\_

- Legacy representative at the event
- Legacy brochures/literature
- Other \_\_\_\_\_

## NEXT STEPS

Legacy has established fundraising procedures to ensure that your activity complies with national fundraising regulations and upholds the values and principles of Legacy.

This activity is subject to fundraising approval by the Chief Executive Officer, Legacy Australia Incorporated. A fundraising consent letter will be provided if the activity has been approved.

## THANK YOU FOR SUPPORTING LEGACY

We are fortunate to have many wonderful supporters fundraise on behalf of Legacy across Australia and overseas. These fantastic fundraising efforts help raise vital funds to enable us to care for our veterans' families.

On behalf of the team at Legacy, thank you for your support! If you have any questions or to return this form please contact us on:

**Phone:** (02) 8333 0600

**Fax:** (02) 8333 0699

**Email:** [marketing@legacy.com.au](mailto:marketing@legacy.com.au)

**Website:** [www.legacy.com.au](http://www.legacy.com.au)

**Mail:** Legacy Australia Incorporated GPO Box 4020, SYDNEY, NSW, 2001