

Please download this form before you fill out the information, then **'click to Submit'** on page 3



United Way
Greater Toronto

Event Proposal form

Event Organizer

Title First name Last name

Company or group name

Email

Main address

City Province Postal Code

Phone / ext.

Website (if applicable)

Social Media links (if applicable)

Proposed fundraising event

Name of event

Start date End date

Start time End time

Event location

Event purpose

Event description

Key audience

What inspired you to plan an event for UWGT?

Proposed fundraising event..cont'd

How will funds be raised? (e.g. ticket sales, pledge forms, admissions fees, live or silent auctions, donations, or attach event budget)

How do you plan to promote your event?

Estimated donation to UWGT (please provide a high level of breakdown of revenue, or attach event budget)

Projected submission date of donation to UWGT (Note: proceeds from your event should be submitted within **60 days** of the event end date)

What support do you require from UWGT? (e.g. letter of support, promotional items, fact sheets, etc.)

Next steps

Thank you so much for your interest in hosting a fundraising event in support of United Way Greater Toronto! We will be in touch with you shortly to talk about your proposal. In the meantime, here are a few details to consider:

- ♥ United Way Greater Toronto must approve the use of its logo on all marketing collateral.
- ♥ All event expenses (e.g. insurance, license fees, overhead costs, transportation, etc.) are the sole responsibility of the third-party organizer, and not of United Way Greater Toronto.
- ♥ Depending on the size and scope of your event, you may be asked to sign a legal agreement. This will protect you and us from any associated risks.
- ♥ The Events team at UWGT looks forward to supporting you with your event!

Please submit your completed form to unitedwayevents@uwgt.org

Or Click to submit 



Contact Us

For questions, more information or to submit your event proposal and/or proceeds, please contact United Way's Events Team

Email unitedwayevents@uwgt.org

Website unitedwaygt.org

Mailing address United Way Greater Toronto
Attn: Events Team
26 Wellington St. E. 12th Fl.
Toronto ON M5E 1S2