

Fundraising Event Registration Form



Thank you so much for expressing an interest in holding a fundraising event Barretstown.

Before you fill this in please refer to the *Barretstown Fundraising Event Guide* as it contains lots of tips and information.

Your Details

Contact Name

Address

Phone number

E-mail address

Everyone organising an event for Barretstown is asked to submit photo ID such as a **copy of a passport or driver's licence** - please send this as an attachment to this form. You can simply take a photo of the document with your phone and email it to us.

Event Details

Please outline what kind of event you are planning.

Date

Location

How much money do you hope to raise? €

If you think you will have any expenses in relation to event please state roughly how much you think you will have. €

If you plan to do a cash collection in a public place a Garda permit is required and sealed buckets should be used.

Please note:

All funds raised must be lodged within 4 weeks of the event. If there is any difficulty with returning your funds within this timeframe just let us know. A thank you note or receipt will be generated as soon as funds arrive.

Barretstown's insurance does not cover your property or the property of your helpers and guests, nor does it cover your personal liability for any injury suffered by yourself or your event participants.

Signature

I agree to hold my fundraising event in accordance with the terms and conditions outlined this form.

Signature

Date

When you have completed this form please return to **fundraising@barretstown.org** or **by post** to:

Barretstown Castle, Ballymore Eustace, Co. Kildare

A massive thank you for deciding to hold a fundraising event in aid of Barretstown, your support is very much appreciated. Best of luck with your event!

