**Hollywood High Tea – Sunday 18th August 2013**

**Donor Registration Form**

**General Information**

|  |  |
| --- | --- |
| Your name:  | Business name: |
| Email: | Mobile: |
| Brief description of prize: |
| Longer description of prize: |
| Prize value: $ |
| Are there any Terms & Conditions we need to make prospective winners aware of? If so, please list: |

**Event Display**

This option is subject to providing Bond University Function Centre with $10m Public Liability Certificate of Currency, or signing their waiver form.

|  |
| --- |
| Do you wish to have a display table (market stall) at event?(complimentary to Gold & Silver sponsors) |
| Please list products you will be promoting/selling plus any equipment you will bring (and power if required) |
| Can you provide Certificate of Currency?If not, are you happy to sign their waiver form? |

**Event Promotion**

Can you help promote our event? If yes, please indicate below how many.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Event Flyers |  | Event Posters |  | Raffle Books of 20 Tickets |  |

**NB: Please read Donor Guidelines on next page!**

**Hollywood High Tea – Sunday 18th August 2013**

**Donor Registration Guidelines**

**To secure your position and ensure maximum promotion of your business, please organise the following ASAP:**

* Complete registration form and return
* Email your logo (high resolution for Gold/Silver Sponsors’ slide for screen) in JPEG, PNG, GIF or similar format
* Email photo of prize (if possible) in JPEG, PNG, GIF or similar format
* Email your Certificate of Currency for $10m Public Liability if appropriate
* Like **Glamour Pusses Fundraising Events for AWLQ** on Facebook so that we can easily find your page and tag you
* Ensure your prize reaches Katie Garrett at AWLQ, Shelter Road, Coombabah by **Monday 12th August** (Postal address: Katie Garrett, Animal Welfare League of Qld, PO Box 3253, Helensvale Town Centre Qld 4212)

Whilst not mandatory, it would be great if you could help promote our event so that it’s a win-win for all parties. Here are some options to consider if appropriate:

* Booking a table of 8
* Publicising your involvement
* Sharing our Facebook posts
* Distributing event flyers
* Displaying event poster
* Selling raffle tickets (Books of 20 @ $2.00 each)