



RHODE ISLAND COMMUNITY  
FOOD BANK

# Third Party Event Application Form

## Contact Information

Name of Company/Organization/Individual (required)

Subsidiaries involved (if any)

Contact Name (required)

Contact Title

Phone (required)

Email (required)

Street Address

City

State

Zip Code

## Event Information

Proposed Dates of the event/promotion (required)

Description of Event/Promotion (required)

Benefit to the organizer

Benefit to the Rhode Island Community Food Bank (e.g., amount raised, how much visibility we'd get, etc.) (required)

Are there educational opportunities for the RI Community Food Bank to communicate its message?

Yes  No

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## Financial Information

Projected minimum amount raised (required)

Projected maximum amount raised (required)

Percent of income to be donated (required)

Estimated budget (required)

Donation to be sent: (required)

- Up front
- In installments throughout the event
- Within 45 days of the end of the event

Will the RI Community Food Bank name/logo be used in any materials or advertisements? (required)

Yes  No

If yes, how?

Will other organizations receive portions of the income? Yes   
No

If yes, please indicate which:

Amount/proportion of income to other organizations:

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I have read and agree to the Rhode Island Community Food Bank's Third Party Events guidelines. (required)

Initial here:

We recommend that you acquire a license and indemnification agreement signed by both parties, accompanied by a detailed project description, including a budget, promotional objectives, and a minimum guarantee of monies to be provided to the Rhode Island Community Food Bank. The license and indemnification agreement should include mutual hold harmless language and insurance requirements.

## Signatures

Organizer

Organizer Title

Date

RICFB Representative

RICFB Representative Title

Date