

E-Tea Fundraising Registration Form

Thank you for choosing to fundraise for Epilepsy Action by holding an E-Tea event. Please complete this form and return it to us. Once your E-Tea event has been approved, you will receive an **authority to fundraise** letter - then you can start fundraising!



Fundraiser Contact Details

Full Name of person organising the Fundraiser: _____

Organisation/Community Group (if applicable): _____

Address: _____

Suburb: _____ State: _____ Postcode: _____

Phone: _____ Email: _____

Website (if applicable): _____

Please tell us why you have chosen to hold an E-Tea event: _____

How did you hear about E-Tea: _____

E-Tea Event Details

Proposed Date of E-Tea Event: _____

Time: Start: _____ Finish: _____

Venue Name: _____

Venue Address: _____

Budget Details

How much money do you plan to raise for Epilepsy Action? (please estimate) \$ _____

How much will the fundraising activity/event cost to run? (please estimate) \$ _____

Details of expenditure anticipated (e.g. advertising, hire of venue, etc): _____

Agreement of Fundraising Guidelines

- I/We have read Epilepsy Action Australia's Fundraising Guidelines and I/we agree to conduct my/our E-Tea event in accordance with these guidelines and in a manner which upholds the integrity, principles and values of Epilepsy Action Australia.
- I/We acknowledge that I/we am in proper physical and mental condition to organise and conduct the E-Tea event and have considered and voluntarily agree to any and all risks associated with conducting the event.
- I/We understand that I/we cannot make a claim against Epilepsy Action Australia nor can Epilepsy Action Australia and all its staff be held responsible for, any damage, loss or injury incurred as a direct or indirect result of the E-Tea event outlined in this agreement.

Name: _____ Position: _____

Signature: _____ Date: _____

Please note: If you are under 18 years of age please have a parent, guardian or teacher sign this form on your behalf.

Epilepsy Action respects your privacy. The details you provide will be kept confidential and Epilepsy Action will treat your personal information in accordance with the National Privacy Principles. We will only use the information provided in this registration form for the purposes of registering your E-Tea event and providing you with information about other Epilepsy Action services.

Please return the completed Fundraising Registration Form to:

fjones@epilepsy.org.au or PO Box 879, Epping NSW 1710

Any questions? Phone Fiona on 1300 37 45 37



EPILEPSY ACTION
AUSTRALIA