



houston**food**bank

Filling pantries. Filling lives.

Houston Food Bank Cause Marketing Campaign Agreement

Houston Food Bank (“HFB”) is unable to provide: Mailing lists, pay for any costs associated with your campaign, send a HFB-generated e-mail, mailing or fax to promote an event, ensure attendance at your event.

Use of HFB Logo: Any promotion of the campaign which mentions or includes the HFB name and/or logo must be approved by HFB Communications staff prior to printing or release.

Beneficiary Name: Houston Food Bank (hereinafter referred to as "HFB")

Organizer Name: _____

Campaign Description: [Description of campaign, including such details as type of campaign (e.g. point of sale campaign, portion of dinner sales, etc.) date, and venue. Please be as detailed as possible]

Terms of Donation: You must clearly disclose the exact amount to be donated either by percentage of proceeds, or exact donation amount (for example, \$0.25 of every dollar, 75% of profits, one-time donation up to \$5,000, or all proceeds)

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Cancellation: If you cancel your event please notify us in writing as soon as possible, so we can make the necessary arrangements.

CONTACT INFORMATION

Organization Name: _____

Name of Organizer: _____

Address: _____

City/State/Zip: _____



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Phone: _____

Fax: _____

E-mail: _____

CAMPAIGN INFORMATION

Campaign Name: _____

Campaign Location: _____

Campaign Date(s): _____

Campaign Time(s): _____

Projected Number of Participants: _____

Is This Campaign Open to the Public? _____

Past Events/Campaigns:

Have you organized a HFB campaign or third-party event previously? _____

If yes, thank you, please describe _____

How much money and/or food was raised? _____

FINANCIAL INFORMATION

In an effort to assist you in the production of a successful campaign, please indicate how you plan to generate revenue for HFB:

_____ Ticket Sales/Entry Fee _____ Auction _____ Drawing _____ Monetary Donation Drive

_____ Food Drive _____ Other

If generating income through Ticket Sales/Entry Fee, please indicate what percentage will be donated.

Anticipated date of revenue to Houston Food Bank: _____

Will this be an annual event? _____



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AUTHORIZED SIGNATURES:

Houston Food Bank Representative

Date

Houston Food Bank Representative Title

Organizer

Date

Organizer Title