

Société Alzheimer Society

M O N T R É A L

The PARTNERS CIRCLE© of the Alzheimer Society of Montreal

The *Alzheimer Society of Montreal* is a non-profit organization that aims to alleviate the personal and social consequences of Alzheimer's disease and related disorders, as well as search for a cause and cure.

The Society does not receive any government funding and appreciates the support and willingness of individuals and companies to accomplish our mission.

We are grateful for the support of individuals and companies who generously organize fundraising activities to help fund programs and services for people touched by Alzheimer disease or related disorders. As well, these initiatives enable support for research in Canada and in Quebec.



Event Proposal Form

Name of the group or company planning the event:	
Name of the person in charge:	
Mailing address	
City / Province:	Postal code
Work phone:	Home phone:
Fax:	E-mail:
Date of this proposal:	

Please provide as much detail as possible about your fundraising event. Additional documents (in Word and/or Excel) may be sent by email to the *Alzheimer Society of Montreal*: jevraire@alzheimermontreal.ca

Name of the event		
Date of the event		
Place of the event		
Are you planning on selling tickets for your event?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, what is the admission price you will charge?		
For every ticket or object sold or for every admission price, what will be the portion paid to the <i>Alzheimer Society of Montreal</i>?		
Will you be contacting sponsors to help with the costs of the event?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, which:		

Within a few days of receipt of your event proposal, the *Alzheimer Society of Montreal* will be in contact with you (either by phone or email). Once approval has been given for your event, a Letter of Agreement will be completed.

Please read the following terms and conditions carefully:

1. It is understood that no event may be held without the prior written authorization of the Director of Financial Development of the *Alzheimer Society of Montreal*.
2. The *Alzheimer Society of Montreal* shall not advance funds for the holding of the event and it shall not be liable for the event or the undertakings entered into by the persons in charge thereof.
3. The name of the *Alzheimer Society* and the logo of the Society may not be used without the written authorization of the *Alzheimer Society of Montreal*.
4. No advertising in connection with the event may be made without the authorization of the Society. The content of tickets, posters, Internet site, interviews, etc. shall be submitted for approval by the *Alzheimer Society of Montreal* before any printing or distribution.
5. Naming publicly the *Alzheimer Society of Montreal* as partial or full beneficiary of the event means that the total amount raised in connection with the event shall be remitted to the *Alzheimer Society of Montreal* within thirty (30) days following the event.

6. The event shall be held according to all applicable laws and shall not prejudice the reputation of the *Alzheimer Society of Montreal*.
7. You are responsible to request any liquor or raffle permits from the Régie des alcools, des courses et des jeux (RACJ) if you are serving liquor or holding a raffle.
8. The Alzheimer Society of Montreal reserves the right to withdraw its approval of the event at any time upon two (2) days prior notice and, where applicable, any use of the name and logo of the *Alzheimer Society of Montreal* (advertising, tickets, posters, Internet site, etc.) in connection with the event shall cease immediately upon receipt of said notice and any promotional material associated with the *Alzheimer Society of Montreal* shall be returned immediately.
9. The *Alzheimer Society of Montreal* shall be indemnified from any and all losses, liabilities, claims, suits and damages, including defence costs, if any, that it may incur or that may be claimed from it in connection with the event.

Thank you for your thoughtfulness and support of the *Alzheimer Society of Montreal*.
We wish you great success with this fundraising event.

Signature

Date

For office use only:

Date received
Approved by
Signature