

# Authority to Fundraise Application Form



**This form must be filled out and returned to The Song Room prior to commencement of any fundraising activities.**

Name of person organising activity: \_\_\_\_\_

Name of organisation (if applicable): \_\_\_\_\_

Street Address: \_\_\_\_\_

Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Postal Address (if different to above): \_\_\_\_\_

Telephone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

Title of Event/Activity: \_\_\_\_\_

Proposed date of Event/Activity: \_\_\_\_\_

Proposed Venue of Event/Activity: \_\_\_\_\_

Venue Address: \_\_\_\_\_

Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Venue Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Start/Finish time of Event/Activity: \_\_\_\_\_

Brief description of fundraising activity: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Proposed number of attendees: \_\_\_\_\_

Total estimated income generated at event: \_\_\_\_\_

Total estimated expenses of the event: \_\_\_\_\_

Proportion of above income to be donated to The Song Room (after expenses): \_\_\_\_\_

Proposed means of raising funds to be donated to The Song Room: \_\_\_\_\_

Any other charities benefitting from this event: \_\_\_\_\_

If so, who?: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Declaration: I hereby declare that the information i have provided to The Song Room in the above form is true and correct. I have read and understand the Fundraising Guidelines and agree to abide by all conditions therein. I agree to act in a professional manner and uphold the integrity and values of The Song Room. I understand that The Song Room reserves the right to withdraw support for my event/activity if i am in found to be in breach of the Fundraising Guidelines.

Print Name: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**Return your Authority to Fundraise Application Form to:**  
enquiries@songroom.org.au  
or  
Fundraising C/O The Song Room  
PO Box 243  
PRAHRAN, VIC, 3181