

**United Way of Southwest Missouri & Southeast Kansas
Special Event Fundraiser Promotion Sheet**

Please attach any flyers for the event

Contact Name: _____

Contact Number and/or Email: _____

Company Name: _____

Event Name: _____

Date of Event: _____

Postponed/Rain Date: _____

Time and length of Event: _____

Location for Event: _____

Price for event: _____

Location(s) to get ticket(s): _____

Phone Number to call for more information: _____

Web site for more information: _____

Volunteers needed and how many: _____

Details about event: _____

Date Submitted: _____ Submitted by: _____

Date Received (to be filled out by Director of Marketing): _____