



Improving the Lives of People with EHE

Third-Party Fundraising & Event Agreement

The EHE Foundation is grateful to the patients, families, and organizations that generously host events and activities in support of our global mission to find effective treatments and a cure for epithelioid hemangioendothelioma (EHE). Community events raise awareness about EHE, provide much-needed support to patients and families affected by the disease, and raise critical funds to accelerate research.

The following fundraising guidelines are in place to protect you, your fundraising event, and the EHE Foundation. Please review them carefully.

Third-Party Fundraising & Event Guidelines:

1. Promotion and Logo Usage:

- The EHE Foundation reserves the right to decline any fundraising event or activity that does not align with its mission and values.
- Use of the EHE Foundation's name, logo, or likeness requires express written consent of the EHE Foundation prior to any publication or use. You may request the use of an approved third-party fundraising logo indicating the EHE Foundation as a beneficiary of funds raised at your event. Use of any other EHE Foundation logo for fundraising purposes is prohibited.
- Please refrain from using logos, photos, or donation links found on the internet, including the EHE Foundation's website. Once your event is approved to benefit the EHE Foundation, we will provide you with approved logos, customized donation links, and additional information.
- The EHE Foundation may direct you to withdraw any and all unauthorized promotion or association of the EHE Foundation with your event for failure to adhere to these guidelines or if the Foundation believes that an association with your event may contribute to or result in an adverse effect on the mission, credibility, or reputation of the EHE Foundation.
- The EHE Foundation does not endorse or otherwise support products, firms, organizations, individuals, or services. Accordingly, your event must be promoted and conducted in a manner that avoids any statement or appearance of an endorsement by the EHE Foundation.

- Materials and statements must clearly state the EHE Foundation as a beneficiary of your event, not a sponsor. Statements should make clear the percentage or allocation of contributions that will benefit the EHE Foundation.
- The EHE Foundation cannot provide promotion or formal advertising of your event, nor will it solicit sponsors, donors, volunteers, or auction items. The Foundation cannot provide mailing lists for solicitation of the EHE community.
- The EHE Foundation has no fiduciary responsibility for your event and assumes no liability for its planning, promotion, or execution.
- The following fundraising activities are prohibited in conjunction with third-party events for the benefit of the EHE Foundation:
 - Events involving the promotion or support of a political party or candidate or those which appear to endorse a political activity.

2. Finance and Tax Rules:

- The EHE Foundation's sales tax exemption does not extend to any event or fundraising efforts, including your purchases.
- Your fundraising efforts must comply with all applicable local, state, and federal laws and regulations regarding fundraising and the hosting of raffles, drawings, and other games of chance.
- You are responsible for all expenses associated with your event or activity, including but not limited to those incurred while you are obtaining all required permits, licenses, and insurance certificates. The EHE Foundation is not financially liable for any costs, expenses, or losses incurred as part of your fundraiser.
- Only gifts made payable directly to the EHE Foundation will receive an official acknowledgment, including a charitable tax receipt, in accordance with IRS regulations.
- The EHE Foundation should receive all net proceeds from your third-party fundraiser within 30 days of the event's completion.

3. Liability:

- The EHE Foundation takes no responsibility and holds no liability for your event. You agree to indemnify and hold harmless the EHE Foundation and its employees, board members, and representatives from any and all claims, demands, suits, and payments related to or arising from your fundraising efforts and event.
- The EHE Foundation will not provide liability insurance for third-party events, regardless of special circumstances that may arise.
- You are responsible for obtaining all permits and/or licenses necessary for fundraising in the city in which the event is to occur, the sale or service of liquor, and the hosting of raffles and/or games of chance.

We know that events are hard work and that, for many people, they are a true labor of love. We appreciate your passion, time, and effort, and hope that your event brings joy to your community and is a great success! *Thank you!*

ORGANIZER INFORMATION

Primary Contact: _____

Even Host (if different): _____

Organization (if applicable): _____

Phone: _____ Email: _____

Address: _____ City _____

State: _____ Zip: _____

EVENT INFORMATION

Fundraiser or Event Name: _____

Description of Event or Activity:

Event Date: _____ Start Time: _____ End Time: _____

Event Location: _____

Address: _____ City: _____

State: _____ Zip: _____

Anticipated number of attendees: _____

Total revenue anticipated \$ _____

Total expenses projected \$ _____

Estimated amount that will be donated to the EHE Foundation \$ _____

Agreement of Terms:

As a third-party independent event organizer, you must register your event at least 30 days prior to any promotion or association with the EHE Foundation as a beneficiary of a fundraising event.

I accept and agree to abide by the terms of these guidelines with respect to my third-party event, which will benefit the EHE Foundation.

Printed Name: _____

Signature: _____

Date: _____

This agreement is not valid until signed by an authorized representative of the EHE Foundation.

Printed Name: _____

Signature: _____

Date: _____

Please email or mail completed forms to:

The EHE Foundation

1541 Hopi Ct,

Hobart, WI 54313

Attn: Maggie Cameron, Director of Development and Communications

maggiecameron@fightehe.org

Payment Information:

- The EHE Foundation is a 501(c)3 organization.
- Our tax ID is 47-3238441.
- Payments can be mailed or submitted electronically.
 - Please email Maggie Cameron at the email address above for a link to pay electronically.
 - Checks can be made payable to The EHE Foundation and mailed to the address above.