



**Family Violence Prevention Services, Inc.
Battered Women and Children's Shelter**

7911 Broadway / San Antonio, Texas / 78209 / Phone. (210) 930-3669 x. 2217 / FAX (210) 821-6194

THIRD PARTY NON-MONETARY DONATION DRIVE

This form serves as an agreement between the donor and FVPS, The Battered Women and Children's Shelter for the purpose of setting forth the terms and conditions of our relation in respect to the donation drive described below. Please return to FVPS for approval.

Name: _____

Event Host: _____

Contact Name: _____

Contact Phone Number: _____ Contact Email: _____

Contact Address: _____

EVENT

Event Date(s): _____ Event Time: _____ Duration: _____

Web Address (if available) _____

Event Location and Street Address: _____

Event Description: _____

What is the goal for the donation drive: _____

Items being donated: _____

Anticipated drop-off date to FVPS? _____

Location of drop-off: Donation Center _____ Shelter: _____

What type of assistance would you want from FVPS? _____

PUBLICITY

PLEASE PROVIDE FVPS COPIES OF ALL MARKETING MATERIAL FOR APPROVAL

Please describe how this event will be publicized: _____

How do you plan on using the agency's image (name and logo)? _____

Will media be involved? _____

POTENTIAL SPONSORS AND UNDERWRITERS

List all companies you will approach and why: _____

I have read and will comply with third party event guidelines

Signature of event organizer

Date

Please return to:

Blanca Uribe, Volunteer Support and Community Relations

Phone: (210) 930-3669 Ext 2217

Email: blanca.uribe@fvps.org

<i>For FVPS Office Use Only</i>	
Approved by: _____	Date: _____
Remarks: 	

POC: Blanca Uribe, Volunteer Support and Community Relations Specialist (210) 930-3669 x. 2217

Ver 1.0 (31 August 2017)