



Application Form for Special Events, Benefits or Promotions

Once completed, send the application form to:

Vel Hux
Director, Development
WCCS, Inc. (Warren County Community Services, Inc.)
Email: velh@wccsinc.org
Phone: 513-695-2206
Fax: 513-695-2277

Once the application form is received, it will be reviewed for consideration and approval. We will contact you within one week to discuss the details of the event.

Name of event: _____

Date/Time/Location/Time Frame: _____ Rain date: _____

Name of your organization: _____

Contact person: _____

Email: _____

Address: _____

City, State, Zip: _____

Daytime Phone: _____ Fax: _____

Event description: _____

How will you raise money? _____

Sponsors/Underwriters: _____

Budget Information:

Projected Income: _____

Projected Expenses: _____

Projected Donation: _____

Publicity/Promotion: (Please list all areas, i.e. brochures, radio, print ads, television, etc. you have planned)

Will other charitable organizations benefit from this event? If so, please name and describe extent to which they will benefit.

Assistance needed from WCCS:

WCCS, Inc. is not liable to any party or vendor for any fees, costs, or payments of any kind, and Applicant agrees to indemnify and hold harmless WCCS, Inc. against any claims by third parties or vendors for such fees, costs, or payments incurred pursuant to this agreement.

Signature(s): _____

Today's Date: _____