Host a Third-Party Event

All Third-Party Events for Act To End Violence Against Women require written approval by our organization prior to the event**.** Events that are consistent with our mission statement, values and professional standards will be considered for approval.

The following guide will assist you in making your event as successful as possible:

Third-Party Event Guidelines

1. Contact Act To End Violence Against Women and submit a written plan for your event to obtain approval.

2. All printed material for the event must be reviewed and approved by Act To End VAW prior to printing and must adhere to our graphic and communications standards regarding the use of our logo and messaging.

3. Forward proceeds from the event to Act To End Violence Against Women within 30 days of the event including a complete list of names and addresses of donors for requested tax receipts (if applicable).

4. Act To End Violence Against Women reserves the right to perform an audit of event if deemed necessary.

5. Enjoy your event! We appreciate your dedication and hard work and hope that your event will be a memorable experience.

Act To End Violence Against Women will provide:

- Digital Act To End Violence Against Women logo.
- Tax receipts directly to donors after the event (in accordance with Canada Revenue Agency rules and regulations).
- Act To End Violence Against Women brochures and written materials for display at your event
- A spokesperson from the organization
- Advice on event planning

Act To End Violence Against Women regrets that we *cannot* provide:

1. Funding or reimbursement for event expenses.
2. Mailing list or email lists, such as donor lists.

3. Insurance and licenses/permits.
4. Coordination of ticket sales and/or corporate sponsorships.
5. Solicitation for prizes, auction items and/or awards.

Act To End Violence Against Women takes no responsibility for the success or failure of an event, damage, or injuries and does not accept any legal or financial responsibility for Third-Party events.