



CREATIVE FUNDRAISER FORM

Organization/Charity Name: _____

Contact Name: _____ Title: _____

Phone: _____ Email: _____

***please complete and return attached W9 form**

Event Date: _____ Time (two hours): _____

Your organization will set the ticket price and receive all proceeds in excess of the ALOC fees.
Please check the desired project type and complete the worksheet below:

PAINTING

Ticket Price: _____

- Fee to ALOC: \$25

Organization will make: _____ per person

POTTERY

Ticket Price: _____

- Fee to ALOC: \$30

Organization will make: _____ per person

The Art League will handle registration and collect tuition per person (cash, credit card, or checks payable to ALOC) and write a check to the organization based on how many people attend.
Minimum registrations required: 5. Maximum: 25.

Deposit: \$100, to save the date.

The deposit will be refunded within 5-7 business days following the event.

Our kitchen is equipped with a microwave and refrigerator. You must furnish all food, dishes, silverware, serving utensils, and dishcloths etc. We ask that at end of the event, all party supplies and trash is removed from the building and the room is left in its original condition. Scheduling subject to availability of instructor and room.

Cancellation Policy: Standard ALOC cancellation/ refund policy applies. No refund will be granted for cancellations with less than 48 hours notice.

Signature: _____ Date: _____

Office Use Only:

Instructor: _____ Project: _____

Deposit Paid By: _____ Date: _____ Method of Payment: _____