



DYCE RFC EVENT PROPOSAL FORM

Before an event is considered as suitable to go ahead, this form should be fully completed and submitted to a committee member to be discussed at the next Club Committee Meeting. Once the committee has discussed the event, the fundraising coordinator will liaise with the event organiser to put on the event.

Event Organiser:

Event Location:

Event Type:

How do you plan on this working?

Continue on separate sheet if required...

What resources do you require?

What is the event timings?

How many people is the event based on?

What are the projected cost outlays?

What are the projected costs for attendees?

What is the projected fundraising/profit total?

When/where are you planning to advertise the event?

Do you require any help from the club? If so, what?

Any further information:

Continue on separate sheet if required...

