



HOSTING A BENEFIT EVENT FOR SURVIVORS

You can make an impact in your community and in the lives of survivors by raising funds or collecting items for SafePlace programs and services!

WWW.SAFEPLACEOLYMPIA.ORG
OFFICE: 360.786.8754
HELPLINE: 360.754.6300
DIANEB@SAFEPLACEOLYMPIA.ORG



**A BIKE RACE, A WINE TASTING,
A CONCERT OR AN OFFICE
DONATION COLLECTION....
THERE ARE SO MANY GREAT
WAYS TO SUPPORT SAFEPLACE!**



Hosting an event is a great way to raise awareness about SafePlace while raising funds and collecting goods that support our services. Plus, you are letting the community know that you stand behind the important work that we do.

We'd love it if you decided to gather your friends together for a dinner party, wine tasting, business promotion, or participate in a sporting event in support of SafePlace. Some promotions are ongoing, others happen annually, and some are one-offs or spur of the moment. Let your imagination run wild!



Monica and Van asked for donations to SafePlace in lieu of wedding gifts

HERE ARE SOME EXAMPLES OF BENEFITS THAT SAFEPLACE SUPPORTERS HAVE ORGANIZED...



A Girl Scout Troop donated extra cookies as treats for clients



Calcara Family Chiropractic hosts an annual Patient Appreciation Day



Femme Fatales Group Ride collected donations for clients seeking our services



WFSE collects supplies during the holidays for survivors staying at our shelter



How to Get Started

1. Plan your event – Do you want to collect items off SafePlace's wish list? Donate proceeds from ticket sales? Pass the hat at a party? Do you need printed materials or a speaker from SafePlace? Give us a call and we can help!
2. Promote your event – We want to hear about what your planning. Is your event public? SafePlace can share your event with our audience to help spread the word! Tag us on Facebook @safeplace.olympia and send details and flyers to safeplace@safeplaceolympia.org.
3. Host your event – Party for SafePlace! If you and your guests are comfortable, we'd love to see photos of your shindig.
4. Drop off your donation – drop off in-kind and cash donations at our Community Services Center at 521 Legion Way SE. We're open Monday-Thursday, 9-12 and 1-5 and closed for some holidays. Or, donate online at www.safeplaceolympia.org/support-safeplace/.





Fundraising Guidelines

- SafePlace must always be represented in a positive light by the Host within the context of the fundraising event/activity.
- The Host is responsible for all event/activity expenses, including but not limited to: food, beverages, marketing, advertising, supplies, venue/permit fees and incidentals. SafePlace will not be responsible for any expenses or debts incurred.
- All publicity and promotional material referencing the involvement of SafePlace will require prior approval.
- The Host is responsible for planning, staffing, and promoting the event/activity. SafePlace may provide limited staff time, volunteer support and promotional space depending on the timing and availability.
- SafePlace does not share its internal list of donors or supporters.
- SafePlace will provide donation receipts for donations made directly to SafePlace. Any payments processed by the Host will not qualify as a tax deductible donation to SafePlace.
- The event/activity must comply with applicable local, state and federal laws and regulations.
- Any event/activity involving alcohol, gambling, auctions and/or raffle require prior approval from SafePlace.

- SafePlace must be notified if there are any significant changes to the fundraising event once it has been approved. If circumstances warrant, SafePlace may disassociate itself from the event and require that the Host refrain from using SafePlace's name and/or logo.
- The Host is responsible for obtaining any permits/license/insurance necessary in the name of the Host organization or individual.
- The Host will provide SafePlace with a list of corporate or individual sponsors that will be targeted for support of any kind, monetary or in-kind (donated goods or services). SafePlace reserves the right to exclude solicitation of specific sponsors.
- Any collection of fees, entries, payments and all contributions must be made by the Host or designated contact and submitted to SafePlace. If you collect checks payable to SafePlace, please send the unendorsed checks along with the net proceeds of the event.
- When submitting final donations to SafePlace, it is requested that the Host provide a summary of the event/activity revenue and expenses. Proceeds from the event/activity are due 30 days post event.

Questions? Give us a call at 360.786.8754 x.201
or contact Diane Barbee,
Development Director at dianeb@safeplypia.org