



Ronald McDonald  
House Charities®  
Kentuckiana

Thank you for hosting a fundraiser to benefit Ronald McDonald House Charities of Kentuckiana (RMHCK)! Your support makes a difference in the lives of the families we serve. Please read our community guidelines below to help plan your event.

### **Ronald McDonald House Charities of Kentuckiana's Involvement**

While we are so grateful for our community supporters, the staff at RMHCK cannot guarantee attendance at any community fundraising event.

### **Promotional Support**

Once you've submitted the Community Fundraiser Proposal Form, our Special Events Manager will contact you about using our RMHCK logo for any of your event promotions. All promotional materials must clearly state the percentage of proceeds that will benefit RMHCK. Please send promotional materials to the Special Events Manager for approval. We cannot guarantee the promotion of your event.

### **Financial Information**

RMHCK does not assume any legal and/or financial liability for community events. Event expenses cannot be paid by RMHCK. Proceeds from events should be presented to RMHCK within 30 days after the event unless otherwise agreed upon.

### **Licenses & Permits**

It is the responsibility of the person(s) organizing the event to obtain all applicable permits, licenses, and insurance certificates that may be required for an event. All contracts and permits related to the event must be issued in the name of the sponsor and signed by an authorized representative of the sponsor. Contracts or permits must not commit RMHCK to any contractual obligations and no representation of the sponsor may sign anything on behalf of RMHCK.

### **General Guidelines for Event Approval**

Forms must be submitted at least 30 days prior to your fundraiser. Events that require RMHCK staff to sell tickets, merchandise, coupons, etc. may not be appropriate.

### **To learn more or to host a fundraiser, contact**

Dani Harper, Special Events Manager  
dani@rmhck.org | 502.561.7653

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