



2026 Community Partner Fundraising Form

Purpose: Use this form to register a fundraising event, promotion, or activity benefiting the Delaware Breast Cancer Coalition (DBCC).

PART 1: PARTNER & EVENT LOGISTICS

Organization / Partner Name	
Contact Person Name	
Contact Person Email	
Full Mailing Address	
Phone Number	
Official Title of the Fundraiser <i>(for marketing use)</i>	
Type of Activity/Event <i>(e.g., Golf, Bake Sale, Walk, Sales)</i>	
Is this New or Returning?	
Date, Time, & Location	
Estimated Attendance	
Audience Demographics <i>(open to the public, private event, will minors be present, etc.)</i>	
Event Description <i>(for marketing use)</i>	

PART 2: FINANCIAL IMPACT

- **Donation Structure & Anticipated Proceeds:** *(e.g., 100% of proceeds, \$5 per shirt sold, 20% of ticket sales)*
- **How are donations being collected?**



- **Do you need a DBCC fundraising site set up to collect donations?**
☐ Yes ☐ No
If yes, please share when the event flyer will be ready to use on site:
- **Refund or Rain Date Policy** *(if applicable for ticketed events)*

- **Additional Beneficiaries (if any):**

- **Alcohol Sales:** Will you be selling alcohol where 100% of proceeds benefit DBCC?
☐ Yes ☐ No
- **Event Support Requested:** ☐ Event Volunteers Pre-Event ☐ Event Volunteers
☐ Day-of DBCC Tabling ☐ Gathering License for Alcohol Sales

**DBCC will make its best effort to accommodate requests, though availability may be limited due to staffing capacity.*

PART 3: MARKETING

To ensure your event for DBCC is featured on our website and social media, please provide complete information in the fields below and tag DBCC 1-2 weeks in advance of the event. DBCC will provide a listing on the [DBCC community partner fundraiser website page](#) and share tagged social media posts as much as possible.

- **What is your team's outreach strategy for driving attendance and maximizing fundraising efforts for DBCC?** (Ex: Social Media, Paid Ads, Press Release)

- **Event Website/URL where participants can register/learn more:**

- **Tagging:** Please tag or invite DBCC as a collaborator in all social media posts and invite as co-host on any Facebook Events created for sharing.
Facebook: @debreastcancerco <https://www.facebook.com/DeBreastCancerCo/>
Instagram: @debreastcancer <https://www.instagram.com/debreastcancer/>
LinkedIn: <https://www.linkedin.com/company/delaware-breast-cancer-coalition/>

PART 4: BEST PRACTICES & HELPFUL GUIDELINES

1. **Brand Integrity:** DBCC's name and logo must appear only as approved. All promo materials must clearly state the specific donation amount (e.g., "\$10 per ticket").
2. **Mutual Benefit:** DBCC reserves the right to decline participation if the event does not align with our mission or image.



3. **Compliance:** To ensure your event is fully compliant with charitable fundraising laws, please become familiar with and comply with federal, state, and local laws governing charitable fundraising, gift reporting, and special events, which prohibit individuals from keeping any portion of designated proceeds as profit or compensation.
4. **Proceeds:** Kindly submit proceeds within **60 days** of the event to:
DBCC, ATTN: Partnerships, 100 W. 10th St., Suite 209, Wilmington, DE 19801.

HOLD HARMLESS ACT: The organization listed above agrees to indemnify and hold harmless the Delaware Breast Cancer Coalition against all demands, liabilities, costs, and expenses arising from any claim by or on behalf of any person participating in the fundraising event.

PART 5: AUTHORIZATION

Note: The event is not officially approved until signed by both organizations.

Partnership Organization Contact Person:

Contact Person Phone & Email:

Partnership Organization Signature:

Date:

DBCC Staff Member Signature:

Date:

SUBMISSION INSTRUCTIONS

Please email the completed form (and Certificate of Insurance, if applicable) to:
Maureen Tomey | mtomey@debreastcancer.org

*Thank you for supporting the
Delaware Breast Cancer Coalition!*