



Event Request Form

Submit to Kerry Gerossie via email: kgerossie@nh-cc.org
or mail to: CCNH, 100 William Loeb Drive Unit 3, Manchester, NH 03109.
Questions? Call Kerry at 603-663-0211

Event Name: _____

Start Date: _____ End Date: _____

Start Time: _____ End Time: _____

Name of Contact for Event: _____

Business/Organization Name: _____

Phone number: _____ E-mail address: _____

Mailing address: _____

Description of event: _____

Location of event: _____

This event will collect Goods Monetary donations Both

Event website (if applicable): _____

Is this event benefitting a specific CCNH program? Yes No *if yes, which program:* _____

Does this event benefit or involve any other organizations? Yes No

If yes, please describe: _____

Is this event open to the public? Yes No

Requests for support from CCNH or specific program (check all that apply. All requests are subject to availability and approval)

Event listing on website (<http://www.cc-nh.org>)

CCNH or specific program promotional materials (ex: newsletters, brochures, social media)

Other: _____

Opportunity for CCNH/program informational table? Yes No

Opportunity for CCNH/program staff/volunteer to speak? Yes No

What is your promotion plan for this event? *(Please attach all press releases, ads, or copy for PSAs that you plan to use to promote this event. Future materials can be sent at a later date.)* _____

By submitting this form, you are acknowledging that mention of Catholic Charities NH and/or a CCNH specific program as a beneficiary, use of their logo, and use of information from the website (<https://www.cc-nh.org>) ***must be approved in advance by CCNH.***

Person completing this form: _____

Position or title: _____

Please submit this form via email: kgerossie@nh-cc.org or mail to: Catholic Charities New Hampshire, ATTN: Kerry Gerossie, 100 William Loeb Drive Unit 3, Manchester, NH 03109

For office use only: Date Received: _____ Approved: _____

Comments: _____
