



## Introduction

## Guidelines and Expectations

## Application

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Thank you for considering Veterans Honor Flight of ND/MN for your fundraising event. As a non-profit organization with a 501(c)(3) status, events such as these assist in raising critical funds to support our mission. We are so appreciative of your enthusiasm and assistance!

Veterans Honor Flight of ND/MN is an all-volunteer, 501(c)(3) group located in the Red River Valley. We have been flying Veterans in our community to our nation's capital to view the memorials and monuments built in their honor free of charge since 2007.

The information and application form that follow will help ensure consistency and all of us make more flights possible for our local Veterans – thank you!

# Guidelines and Expectations

The host of the event (your organization) is responsible for all expenses related to the fundraiser and assumes responsibility for any debts incurred.

The host is responsible for complying with all applicable local, state, and federal regulations.

Checks must be written out to Veterans Honor Flight of ND/MN directly and sent to: PO Box 644; West Fargo, ND 58078 within 30 days of the event.

The Veterans Honor Flight of ND/MN logo is only approved for use on official Veterans Honor Flight of ND/MN promotional materials. Your event must be approved before you may use our official logo. A potential flyer must be submitted before advertising. Once approved we will email our logo directly to you.

The fundraiser must clearly state its name and that it benefits Veterans Honor Flight of ND/MN. The event must list the group or individual organizing the event.

Any products, sponsorships, or other item(s) sold at or in connection with the fundraiser must be noncontroversial in nature and align with the mission of Veterans Honor Flight of ND/MN. Examples of non-compliant endorsements include, but are not limited to, any political candidate, political organization, or activity which promotes violence or violent behavior.

By hosting an event benefitting Veterans Honor Flight of ND/MN, you are representing our charity, mission, and our brand. It is expected that all volunteers participating in your event behave in ways that would make us and our deserving Veterans proud.

Once the application is filled out in full and approved, a final copy of the event flyer must be electronically submitted in both .pdf AND .jpg or .png formats in order to be added to our website and Facebook Page.

Veterans Honor Flight of ND/MN  
PO Box 644  
West Fargo, ND 58078

218-28-HONOR

[veteranshonorflightofndmn@gmail.com](mailto:veteranshonorflightofndmn@gmail.com)

[www.veteranshonorflightofndmn.org](http://www.veteranshonorflightofndmn.org)

[facebook.com/veteranshonorflightndmn](https://facebook.com/veteranshonorflightndmn)



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\*\*\*All fields required\*\*\*

Organization Name: \_\_\_\_\_

Main Contact: \_\_\_\_\_

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Proposed Event Date: \_\_\_\_\_

Proposed Event Title: \_\_\_\_\_

Description of Fundraising Event (vibe, projected clientel, location, logistics, etc.): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Sponsors of the event (if applicable): \_\_\_\_\_

Who will be responsible for collecting donations for this event?: \_\_\_\_\_

\_\_\_\_\_

How can Veterans Honor Flight of ND/MN help?: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

By submitting this application, I acknowledge and agree to the following terms: Veterans Honor Flight of ND/MN will review this application and provide a response with five working days. Please note that the success of the event, including marketing and other aspects, is the responsibility of me and my hosting organization. I understand and accept these terms and conditions.

\_\_\_\_\_  
Printed Name Signature Date

**Any questions? Please contact Lori Ishaug, Vice President, directly at vikes4me@hotmail.com or 701.361.6972.**

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