



Form Routing:

1. Apostolic Center fills out form and sends to Office of Mission Advancement (redge@carmelitesistersocd.com)
2. Office of Mission Advancement will review and submit to Finance for Rad Types and Rad IDs
3. Office of Mission Advancement will send finalized form with Rad Types and Rad IDs will be forwarded back to Apostolic Center, General Treasurer, and Finance

_____ Avila Hayden Little Flower Marycrest Sacred Heart RH Santa Teresita

Fundraising Event Mailed Solicitation Other: _____

Name / Description: _____ Approved in Apostolic Plan New Event

Purpose of Funds: _____ As written in Apostolic Plan Change

Solicitation Method: Mailing At Event In Person

Submitted by: _____ Point Person: _____

Projected Income: _____ Projected Expenses: _____

SOLICITATION LEVELS AND QUID PRO QUO

Rad Type & Rad ID Supplied by Finance

PLEASE CHECK ALL AREAS OF FUNDING YOU WILL BE RECEIVING AND LIST DETAILS OF PRICE & VALUE

**Value of benefits is based on the price someone would pay for the same item / service in a commercial setting, not our cost*

Direct Appeal Rad type: _____ Rad ID: _____ **Donations** Rad type: _____ Rad ID: _____

Registration Rad type: _____ Rad ID: _____ **Raffle** Rad type: _____ Rad ID: _____

Type	Qty.	Value of Benefits

Quantity	Price

Program Ads Rad type: _____ Rad ID: _____

Size	Price	Value of Benefits

Sponsor Levels Rad type: _____ Rad ID: _____

Level Name	Price	Ad Size	# of Tickets	Other Benefits	Total Value of Benefits

Other: _____ Rad type: _____ Rad ID: _____

Description	Price	Description of Benefits	Value of Benefits

OFFICE USE ONLY Submitted to: Apostolic Center Finance General Treasurer