



A.B.A.T.E. OF OREGON, INC.

## Sanctioning Application and Checklist

All fields marked with red \* asterisk are required

- \*Name of event \_\_\_\_\_
- \*Location of event: \_\_\_\_\_
- \*Date of event: \_\_\_\_\_
- \*Chapter(s) sponsoring the event: \_\_\_\_\_
- \*Chapter mailing address: \_\_\_\_\_
- 

### \*Scheduling Conflicts:

Are there any ABATE of Oregon, Inc. or other biker related activities, scheduled on the same date(s)?

No \_\_\_ Yes \_\_\_ If Yes, please list below:

Sponsor/Activity    Location    Date

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### \*Purpose of Fundraiser:

Check all that apply:    Awareness    Education    Safety    Liberty

Who will receive proceeds from the above named event? If there is more than one recipient please list the percentage of funds they are to receive.

1. Recipient % of funds \_\_\_\_\_ % of net funds
2. Recipient % of funds \_\_\_\_\_ % of net funds
3. Recipient % of funds \_\_\_\_\_ % of net funds
4. Recipient % of funds \_\_\_\_\_ % of net funds

### \*Contact information

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

Phone: \_\_\_\_\_ E-Mail \_\_\_\_\_

### Promotional Materials must include all of the following statements:

- The words: "Sanctioned by A.B.A.T.E. of Oregon, Inc."
- A statement about who will receive the proceeds of the above named event.
- This disclaimer: "Contributions or gifts to A.B.A.T.E. of Oregon, Inc. are not deductible as charitable contributions for federal income tax purposes."

**Is event liability insurance required by A.B.A.T.E. of Oregon, Inc.?**

Insurance is required by A.B.A.T.E. of Oregon, Inc. if either of the following is included in the event:  Overnight camping  Bike games or rodeo events

**\*Is insurance required by city, county, state offices or any location involved with said event?** No \_\_\_\_\_ Yes \_\_\_\_\_ Date Required: \_\_\_\_\_

Name of location to be insured: \_\_\_\_\_

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

Phone # \_\_\_\_\_ E-Mail \_\_\_\_\_

**\*Additional Insured:** No \_\_\_\_\_ Yes \_\_\_\_\_ If Yes, list all Additional Insured below:

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

**\*Is alcohol liability insurance required by A.B.A.T.E. of Oregon, Inc.?**

\_\_\_\_\_ No alcohol will be provided for free or for sale.

\_\_\_\_\_ Yes alcohol will be provided for free or for sale.

**If alcohol will be provided, for free or for sale at the event, it must be served by an outside provider, properly licensed and insured in the State of Oregon. No Chapter of A.B.A.T.E of Oregon, Inc. can use Chapter funds to purchase alcohol. All forms, including copies of the server's liquor license and insurance, must be received by the Sanctioning Officer within 90 days of event.**

*When submitting sanctioning form and fee, please be sure to include the chapter and event names on the memo line of the check.*

\*\*\*\*\* Below for Board use only \*\*\*\*\*

Date / time received: \_\_\_\_\_

Flyers, posters or advertising materials received \_\_\_\_\_

Insurance is **NOT** required. \_\_\_\_\_

Insurance is required. \_\_\_\_\_ Copies of servers liquor license / insurance received. \_\_\_\_\_

Premium is paid. Check amount: \_\_\_\_\_ Check# \_\_\_\_\_ (Made out to Abate of Oregon, Inc.)

**Insurance Cost Description**

**Camp outs - \$425.00**

**One Day Events:** Poker Runs, Toy Runs, Swap Meets, Mall Shows, & Etc. - **\$75.00**

**Social Events:** Anniversary Parties, Holiday Parties, Seasonal Parties, Dances & Etc. - **\$25.00**

**If scheduling conflict noted:**

\_\_\_\_\_ Schedule is ok as requested – minimal conflicts expected

\_\_\_\_\_ Major conflict – Sanction should not be approved if scheduling conflict is likely to cause poor attendance or reduced income at one or both events. If this problem cannot be easily resolved by rescheduling, the Sanctioning Application should be brought before the Board of Directors for resolution.

**Comments:** \_\_\_\_\_  
\_\_\_\_\_

**Event name** \_\_\_\_\_

**Event type** \_\_\_\_\_

**Event date** \_\_\_\_\_

**Event location (Physical address)** \_\_\_\_\_

**Contact name** \_\_\_\_\_

**Phone #** \_\_\_\_\_ **E-Mail** \_\_\_\_\_