**Thank You for Your Interest in Supporting Canines for Service**

We sincerely appreciate your interest in organizing an event to benefit Canines for Service (CFS). Our mission is to provide professionally trained service dogs—at no cost or fundraising requirement—to Veterans from all conflicts who are living with service-connected Post-Traumatic Stress Disorder (PTSD), Traumatic Brain Injury (TBI), Military Sexual Trauma (MST), and/or mobility challenges.

To ensure that your event aligns with our values and standards, we kindly ask that you review and follow the guidelines outlined below.

**Getting Started**

A *Third-Party Event* is any independently organized activity designed to raise awareness, educate the public, and/or raise funds, with proceeds going to CFS.

To protect the integrity of our organization, all Third-Party Events must:

* Positively represent Canines for Service.
* Comply with all local, state, and federal laws.
* Avoid political or sexually explicit content.

**Examples of successful Third-Party Events include:**
Ruck marches, fitness challenges, golf tournaments, puppy yoga, and restaurant giveback nights.

**Naming Your Event**

Approved event names may include the phrases:

* *“In support of Canines for Service”*
* *“Benefiting Canines for Service”*

These should be used consistently across all promotional and marketing materials.

**Use of the Canines for Service Logo**

Use of the CFS logo is approved on a case-by-case basis.

* A designated CFS staff member will provide the logo if appropriate and must review and approve **all** materials that feature it prior to distribution.

**Event Registration**

We ask that all events be registered with ample lead time to ensure proper review and coordination.

* Please ensure this form is submitted to CFS at least **4 weeks before your event.**
* The approval process typically takes **7–10 business days**.
* Events may not proceed without formal registration and approval.
* If your event is recurring, please register it each year.

**Event Support from Canines for Service**

Once your event is approved, CFS will support you by:

* Adding your event to our internal staff calendar, website calendar, monthly newsletter, and Facebook events page.
* Providing promotional or informational materials as appropriate.

While we strive to support all events, we may not be able to send a CFS representative. If a staff member is unavailable, we will attempt to arrange for a trained volunteer to attend in our place.

**Charitable Gift Collection & Acknowledgment**

All contributions made to Canines for Service are tax-deductible. CFS Tax ID is 56-2118747

* Once donations are received, CFS will issue an acknowledgment letter for tax purposes.
* If a business or organization submits a lump-sum donation, the tax deduction will be attributed to that entity, not to individual donors.

**Accepted donation methods include:**

* Online: [caninesforservice.org/donate](https://www.caninesforservice.org/donate)
* Venmo
* Check or cash

**Checks can be made payable to:**
*Canines for Service*
221-1 Old Dairy Road
Wilmington, NC 28405

**Reimbursement Policy**

Please note that Canines for Service is unable to reimburse any expenses related to externally organized fundraising events.

Thank you again for your support and commitment to helping Veterans through your event. If you have any questions or need assistance throughout the planning process, our team is here to help.

Third Party Signature Date

Please submit the completed document to our Director of Development, Alan Lillie, at alillie@caninesforservice.org .