



3rd Party Event Document

Please complete this form, in its entirety and remit via email back to Elizabeth.

Runner Name:	
Event Name:	
Event Date:	
Event Time:	
Event Location:	
Event Description:	
Anticipated expenses:	

Anticipated cost you will charge guests:	
Do you need anything signed by Tedy for your event?	
If so, what?	
How will you be getting us those items?	

As stated in the 3rd Party Event Guidelines, please wait for event approval before promoting and/or selling anything regarding this and all events.

Thank you!