

# ChildSavers

Helping Greater Richmond's Children Since 1924

***Thank you for hosting an event on behalf of ChildSavers.  
Please complete and return the following information so we can be aware of  
your event and provide support.***

## Event Request

Must be completed and returned to ChildSavers for review

Contact Name:		
Phone:	Primary Contact #:	Secondary Contact #:
Address:	Street:	
	City/State/Zip:	
	Email:	
Event Description:	Overview (please include reason for event, audience description, etc.)	
	Date:	Any alternative dates?
	Time:	Any alternative times?
	Place:	Number of attendees:
Will donations on behalf of ChildSavers be requested during this event?		
If so, please describe –		
Would you like to have a ChildSavers representative attend your event?		
If so, are there topics of particular interest to attendees?		
We would like to provide ChildSavers materials to attendees. Where should these materials be sent?		
Are there any special requests?		
Is there anything else that ChildSavers can do to make this event successful?		

Please return your completed Event Request to:

**Cynthia Bedell**

**ChildSavers**

**200 N. 22nd Street**

**Richmond, Virginia 23223**

**Telephone: (804) 644-9590 x 3007    Fax: (804) 644-9596    email: cbedell@childsavers.org**