



OFFICIAL CHARITIES APPLICATION FORM

For the period 2021, 2022 and 2023 Comrades Marathons

PLEASE PRINT CLEARLY IN BLOCK LETTERS AND RETURN TO THE ADDRESS BELOW

NAME _____

Contact Person _____ Capacity _____

Telephone Contact Person _____ Email _____

PBO/NPO Number _____ VAT Number _____

Postal Address _____

Postal Code _____

Physical Address _____

Postal Code _____

Telephone: Office (____) _____ Fax:(____) _____

Website: _____

Date Established _____

% of funds raised spent on admin/operational expenses _____

% of funds raised spent on beneficiary projects _____

% of beneficiaries in low to moderate income brackets _____

Sector (i.e. Health, welfare, education, sport, environment, etc.) _____

Status: National, Regional, or International _____

In addition, please attach the following information to your application:

- ◆ Name of CEO, dates of service and very brief professional background
- ◆ Mission statement of your organisation

- ◆ Briefly explain the nature of your programme(s), indicate who benefits, what specific services are provided and general information (limit 1000 words)
- ◆ Copy of Constitution or Founding Document
- ◆ Registration Certificates
- ◆ Latest Audited Annual Financial Statements
- ◆ Brief Report on Current Projects
- ◆ Business plan on how your charity hopes to leverage the Comrades Marathon platform to raise additional funds
- ◆ Any reciprocal exposure rights/ platforms for Comrades Marathon brand
- ◆ Please attach any additional information, which you deem pertinent to this Application (limit 1000 words)

PLEASE NOTE:

Charities which agree to participate as Comrades Marathon Official Charities will be required to enter a formal agreement and must be able to commit to the following Comrades Marathon events and promotions annually:

- ◆ 3 Days active participation in the Comrades Marathon EXPO with a minimum of 4 staff members or volunteers.
- ◆ Attendance at the Annual Fundraising Handover Media Briefing – normally held in Pietermaritzburg during the month of July
- ◆ Provision of a minimum of 6 media articles to inform runners of your organization's work and progress
- ◆ A dedicated staff member who will devote their time to communicating with runners who choose to support your charity, keep record of direct deposits, and provide fundraising advice and ideas to your campaign
- ◆ An open mind to collaboration work with our other Official Charities.
- ◆ Hosting a refreshment station on race day.

The closing date for applications is 30 September 2020.

Applications should be hand-delivered or couriered to:

(emailed applications will not be accepted)

Comrades Marathon Association
18 Connaught Road
Scottsville
Pietermaritzburg 3201

Telephone: 033 897 8650
Enquiries to: Sifiso Mngoma
sifiso@comrades.com