



POST- EVENT DETAILS FORM
(Pls include this form with all donations in the self addressed stamped envelope in your Starter Kit)

Hosted by (NAME/ADDRESS): _____

Hosted for: (shelter/rescue name/address): _____

Name/Title of Representative from shelter/rescue: _____

Number of Attendees: _____

Total \$\$s raised at event: _____

PLEASE INCLUDE THE NAMES/EMAIL SHEET FOR ALL WHO SIGNED UP FOR D4A MAILING LIST.

SEE PAGE 2 FOR ADDRESS TO SEND CHECKS



INSTRUCTIONS FOR SENDING CHECKS TO D4A HEADQUARTERS

- 1- Please have guests make all checks out to Dining4Animals.
- 2- You will find a self-addressed stamped envelope in this kit, please use it to send checks to D4A HQ
- 3- Please send all checks within 3 days of event completion
- 4- Please fill out the form entitled: DINING 4 ANIMALS EVENT DETAILS and include it with the checks
- 5- You will receive an email confirmation from D4A HQ upon receipt of the checks
- 6- If you have any questions, email: dining4animals@gmail.com