

Event Form



Event Date: _____ from _____ to _____

Sponsor:

Organization: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: (_____) _____ - _____ Email: _____

Event Information:

Event Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Description:

% of proceeds: _____ Est. revenue: _____ Total revenue: _____

Other charitable groups attending: _____

Planned promotion: _____

What will you provide for WCRAS:

What do you expect of WCRAS:

Animals attending: _____ Animals adopted: _____

In-kind donation collected:

Please note:

- The Williamson County Regional Animal Shelter (WCRAS) is an open-intake shelter. We cannot guarantee what dogs and cats we will have at the shelter at the time of your event.
- WCRAS will only take animals that we feel are compatible with your event. This may limit the number of animals attending your event. We will not guarantee a set number of animals.
- All offsite events are run by volunteers on a volunteer basis. Scheduling and availability is based on the availability of our volunteers' schedules.
- Events require at least two volunteers. Each event will have one lead volunteer. The helping volunteers may bring animals. This always leaves one volunteer to help with breaks and emergencies.
- Volunteers work on a voluntary basis. WCRAS cannot guarantee a volunteer(s) will sign up for your event.
- Please be realistic with our volunteers and our animals. Our shelter primarily has adult, large dogs living at the facility. This is who you can expect at your event.
- All volunteers handling animals must have been trained through our orientation, 1:1, and additional trainings.
- WCRAS handles domestic animal related crisis situations for Hutto, Leander, Cedar Park, Round Rock, and Williamson County. If we are in a crisis situation, we may have to cancel our attendance to your event.
- A minimum of a three weeks notice is needed so that a request to volunteers has time to be submitted.
- Please complete this form and email or fax it to Misty Valenta: mvalenta@wilco.org or 512-930-8015.

We are appreciative of all invites and are working with limited resources. We appreciate your understanding.



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