



Hawaiian Canoe Racing Association

## Fundraiser Approval Form

Max 6 fundraisers p/club. ALL fundraisers require pre-approval. Approval forms must be provided at least 10 days prior to the intended event.

<b>Member Club</b>	
<b>Name of Fundraiser Event</b>	
<b>Date / Time</b>	
<b>Estimated Gross Receipts of Event</b>	
<b>Details of Fundraiser, i.e., food sales, paddle-races, etc.</b>	
<b>Location of Fundraiser Event</b>	
<b>Is Owner of premises requiring a Certificate of Insurance? (attach COI request form)</b>	
<b>If yes, list name &amp; mailing address of Additional Insured</b>	
<b>Is Security being provided?</b>	
<b>Is liquor being sold or being provided at no cost?</b>	
<b>If liquor is being sold, estimated liquor receipts</b>	
<b>Is there a limit on the amount of liquor that will be served to patrons?</b>	
<b>Will anyone be monitoring amount of liquor being served to patrons?</b>	

\*FOR ANY INDEPENDENT CONTRACTOR THAT WILL BE PROVIDING A SERVICE AT THE EVENT, I.E., ENTERTAINMENT; CATERER, ETC., PLEASE ENSURE THEY ARE INSURED AND THEY PROVIDE HCRA WITH A CERTIFICATE OF INSURANCE THAT NAMES HCRA AND YOUR MEMBER CLUB AS ADDITIONAL INSUREDS UNDER THEIR GENERAL LIABILITY POLICY.

Submit completed Fundraiser Approval form to the following:

1. Walter Vierra at [wpv@hawaiiantel.net](mailto:wpv@hawaiiantel.net)
2. Keri Mehling at [kerionmaui@yahoo.com](mailto:kerionmaui@yahoo.com)
3. Kainoa Scheer at [kscheer@acwhawaii.com](mailto:kscheer@acwhawaii.com)
4. Corazon Dumlao at [cdumlao@acwhawaii.com](mailto:cdumlao@acwhawaii.com)

