



FrontStream Fundraising Pro Site Request Form

In order for us to create a customized crowdfunding or event site for your program, we must receive this completed form. You can send this form via email to raymond@unitedcharitable.org. Please allow **at least 10 business days** for us to establish this site for you. If this form is not complete, the design of your site will be delayed. If this site coincides with a live event, please be sure you've received approval via the [Fundraising and Event Approval Form](#).

Program Name: _____ Account #: _____

Microsite Coordinator Name: _____ Email: _____ Phone: _____

This microsite will be used for:

- Crowdfunding
- Ticketing & Purchasing
- a Donation Page
- Tribute

What is the name of your Campaign/Event? _____

Event or Campaign launch date? _____ What is your fundraising goal? _____

Do you have any photos or program logos that you would like to use for the site? Yes No N/A If yes please submit along with this form to raymond@unitedcharitable.org.

Please provide us with the intro text that will be used on the main page of your site. Example: Support our program and Register Now for our Gala! Because of your generous assistance, our Program is helping to feed the homeless people in our community. Please register now for our fundraising event!

Once we received this completed form, and all of your photos and/or logos, we will use them to create a customized event/donation site for you. We will also provide you with your own unique login ID and password so that you can login to further customize your site, and create your own customized pages, email correspondence with your donors, and more. It is a very robust platform.

While you're waiting for us to build and customize this site for your program, [please click here for the Frontstream KnowledgeBase](#) for tutorials on how to use the tools in FrontStream to further customization your site.

Program Managers: I have read, understand and will abide by United Charitable' s Event and Fundraising policies and procedures. I Understand that in conducting fundraising events or activities, I cannot place United Charitable into any position of contractual liability or payment. I also attest that I have watched the introduction to FrontStream Webinar/ Video, understand its capabilities and that the credit card processing fee on FrontStream is 4.25%

Program Manager Signature: _____ Date: _____