



EVENT CHANGE REQUEST

PLEASE NOTE THAT AS OF 2019, DEALERSHIPS WILL BE PERMITTED TO MAKE CHANGES ONLY ONE TIME PER EVENT. IF YOU NEED TO MAKE MULTIPLE EVENT CHANGES TO AN EVENT, YOU MUST DO SO ALL AT ONCE AND UTILIZE ONE FORM.

Event change forms must be completely filled out and sent to drive4urcommunity@gtb.com three weeks in advance of your originally scheduled event date. Should an extenuating circumstance prohibit you from submitting your request within this three-week time frame, please contact Program HQ directly at 888-893-3673. Once your request has been submitted, you will be notified via email whether or not your request has been granted. Requests will be granted at the sole discretion of Program HQ.

EXISTING EVENT INFORMATION

Dealership _____

Organization _____

Event Date _____

Event Location _____

REQUESTOR'S CONTACT INFORMATION

Name _____

Phone _____

Email _____

I WOULD LIKE TO CHANGE THE FOLLOWING DETAILS ABOUT MY EVENT

Participating Organization

Event Date

Event Location

Reason for Change _____

If you are changing the organization, your event will be considered "pending" until the new organization completes the standard charity vetting process.

New Participating Organization _____

Funding Purpose _____

Tax ID (if applicable) _____

Organization Description _____

Organization Website _____

New Participating Organization Address _____

New Participating Organization Check Payable _____

New Participating Organization Contact _____

New Participating Organization Contact Information

(PHONE NUMBER REQUIRED)

New Event Date _____

New Event Location _____

New Event Location Address _____