Haircuts For Those In Need Event Policy Agreement

Scheduling and Planning

- **Minimum Lead Time:** Events must be scheduled at least **three months** in advance to ensure adequate planning and resource allocation.
- **Early Booking:** Early bookings increase the likelihood of availability, especially during peak periods.
- **Community:** Prioritizing inclusive and accessible facilities.
- **Contact Information:** To schedule an event, please contact our organization directly via our website, email, or phone.
- **Event Promotion:** Facilities are required to display signage about the haircutting event at least **30 days** prior to the event to promote attendance.
- **Social Media Promotion:** The event flyer must be shared on the host's social media platforms **30 days and one week** prior to the event, featuring our logo and organization name.
- **Event Schedule:** We recommend displaying the complete HFTIN free haircut schedule to inform guests of future haircut opportunities.

Event Changes and Insurance

- **Modifications:** Any changes or modifications to an event must be communicated directly to our Executive Director, Charlene Thomas.
- **Insurance:** Haircuts For Those In Need maintains its own insurance policy to cover potential liabilities.

Contributions

Donations: While a monetary donation is not necessary for us to provide our services it does help us to expand our services to attract more volunteers.

Grant Opportunities: We would greatly appreciate your insights and support in exploring potential grant opportunities to further sustain our work.

Tax Receipts: A tax receipt will be provided for all donations.

We appreciate your partnership in providing essential haircuts to our community's underserved and unhoused populations. By hosting a Haircuts For Those In Need event, you are making a significant contribution to improving the lives of individuals in need.

We are grateful for any support you can provide to make this event a success. Not following these guidelines is subject to an event cancellation.