

HOST AN EVENT



1. Set a **Date, Time, Location,** and **Goal** for your event.

2. Let The Action Center know about your event.

Contact: **The Director of Development**

development@theactioncenterco.org | 720.407.6704



3. Once your event has been approved by The Action Center, we can provide you with a logo and informational handouts.

4. **Tag us** in your in social media to promote your event.

Facebook: @theactioncenterco

Twitter: @theactionctr

Instagram: @theactionctr

YouTube: @theactioncenterco



5. **Hold your event!**

6. Submit your events donation by dropping it off or mailing it in:

The Action Center
Development Department
8755 W 14th Ave
Lakewood, CO 80215



7. Thank you!

The Action Center is a 501(c)(3) non-profit organization (EIN 23-7019679) dedicated to supporting our community through compassion and creating connections.