

# CELEBRATIONS

CORPORATE EVENTS & INCENTIVE GROUPS

## EVENT SPONSORSHIP APPLICATION FORM

- 1 ORGANIZATION NAME (Name of the organization requesting support)
  
- 2 PROGRAM/EVENT NAME (Name of the event that support is being requested for)
  
- 3 EVENT LOCATION
  
- 4 EVENT DATE AND TIME (mm/dd/yyyy HH:MM)
  
- 5 EVENT DESCRIPTION
  
- 6 HOW WILL YOU MEASURE THE SUCCESS?
  
- 7 ATTENDEE DEMOGRAPHICS
  
- 8 NON-ATTENDEE DEMOGRAPHICS (e.g. Are there other vendors sponsoring the event? Will the media cover your event?)
  
- 9 ESTIMATED ATTENDANCE
  
- 10 IS THE EVENT TICKETED?
  - NO
  - YES (If "yes" provide details and pricing)

**11** DETAILED DESCRIPTION OF SPONSORSHIP REQUEST (please provide as much details as possible)

**12** HOW WILL CELEBRATIONS BE RECOGNIZED FOR THIS SUPPORT?

**TICKETS TO EVENT** If checked, please enter number of tickets:

**SALES PRESENCE/TABLE AT EVENT** - please provide details:

**NEWSLETTER** - please provide details about the audience:

**MEDIA** - Please provide details. E.g. Is it a TV, radio or cinema commercial? What radio stations? How many spots and in what period?

**DIGITAL MEDIA** - Please provide details. Website? Social media? If social media, please provide your social media handles.

**LOGO/NAME RECOGNITION IN PROMOTIONAL MATERIALS** - Please provide artwork specs, character limit and all other necessary informations

**OTHER** - If "other", please explain

**13** WHAT IS YOUR BUDGET FOR DÉCOR AND FLORAL

**14** IS THIS ANNUAL EVENT?

NO

YES

**15** IS THIS A NON-PROFIT OR PROFITABLE EVENT?

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## ORGANIZATIONAL INFORMATION

- 1 CONTACT PERSON
- 2 PHONE NUMBER OF CONTACT(S)
- 3 EMAIL ADDRESS OF CONTACT(S)