****GEORGE TOWN COUNCIL

# Sponsorship Application Form

Organisations wishing to obtain sponsorship from the George Town Council are required to provide the following information. This information will be used by Council to evaluate the potential sponsorship relationship and to determine if any risks exist which may affect the integrity of either party.

**Applicant Details**

Surname First Name

Organisation ABN

Address

Suburb Postcode

Phone (H) Phone (W)

Phone (M) Fax

Email

**About your Organisation**

Statement of principal activity

Have you received sponsorship or Yes No If Yes, please provide details below

funding from George Town Council
for a previous event or program?

Do you have any relationships with other Yes No If Yes, please provide details below

organisations or businesses which could be

disadvantageous to Council?

What is your legal status as an organisation? (please select one)













If you are not registered for GST you may need to complete a ‘Statement by Supplier’ form. We will contact you if a statement is required.

?

 ABN Supplied

**Name of Event, Program or Project to be sponsored**



**Date(s) and Time(s) of Event, Program or Project**



**Location of Event, Program or Project**



**Event, Program or Project Description**



**Please list Event Program or Project Objectives and Outcomes**



**Please briefly explain how these will be achieved**



**Please explain how you will monitor and measure the objectives of your event, Program or Project**



**How does your Event, Project or Program**

* Align with or support Council’s future direction;
* Respond to demonstrated needs and concerns of the community;
* Demonstrate wide community support;
* Support and enhance the cultural life of George Town;
* Enhance the image of the town as a vibrant place to live and visit;
* Enhance community life by providing opportunities for participants to build relationships and networks.



**Please detail how Council’s support for your Event, Project or Program will be demonstrated**



**How many people do you estimate will directly benefit from this project?** 

**Total Amount of Sponsorship Request** 

**PROJECT BUDGET**

* Clear budget information will allow Council to better understand your Event, Project, Program.
* Pease account for all expenses and income, monetary and voluntary. This includes all items listed in the income column – including the amount of sponsorship sought from Council.
* Items included in the budget must relate to the Project | Activity. Any other expenses that do not relate directly to this application must not be included.
* You may attach a separate budget document.
* You may attach quotes for items / services if you wish.
* Please round up each item to the nearest dollar – do not include cents.

**GST**

If your organisation **IS** registered for GST, please provide **GST exclusive** amounts in your budget. Council will add GST to the amount funded, should your application be successful.

If your organisation **IS NOT** registered for GST, your expenses should **include GST**, where applicable.

**BUDGET**

**INCOME EXPENDITURE**

**Description $ Description $**

   

   

   

   

   

   

   

   

   

Please detail other funding, support or sponsorship you have sought, or will seek for this event, project or program. Please indicate the source, the amount and if this support is confirmed.

**Are any approvals required to complete the Event, Program or Project?**

 No Yes

If yes, please list approvals and authorizing agent. Pre-approvals must be in place before sponsorship will be considered

