

APPLICATION FOR MAJOR EVENT SPONSORSHIP

APPLICATION DETAILS

Name of organisation

Name of event/activity

Contact person

Name

Position

Postal address

Street number

Street name

Suburb

State

Post code

Contact phone number

Email address

Is your organisation based within the Penrith local government area?

Yes

No

What is the legal status of your organisation?

Incorporated association

Company/limited by guarantee

Non-profit cooperative

Government body

Other

Is the proposed event/activity to take place within Penrith City?

Yes

No

Is this a free event?

Yes

No

If no, what is the cost per person?

What is the total cost of your event?

Provide a breakdown of your estimated event attendance

Local residents

Interstate

Other NSW

Overseas

Have you received assistance from Penrith City Council in the past?

Yes

No

If yes, please advise the year, and what assistance was provided.

LOCATION DETAILS

Location(s) of event/activity

Proposed start date

Proposed start time

Proposed end date

Proposed end time

How much money are you requesting from Council in return for the benefits provided?

What is the expected number of attendees/participants for your event/activity?

Describe the target market(s) for your event/activity

Will the event/activity be carried out in partnership with other organisations or agencies?

Yes

No

If yes, please give details.

What does your group/organisation do and why?

.....
Briefly describe the aims of the organisation.

Please give a brief description of the event/activity.

If monetary assistance is required, please outline how these funds will be spent or will contribute to the event/activity?.

Please outline the history of this event/activity.

What sponsorship benefits will you offer to Council?

What benefit does the event/activity offer to the Penrith community?

Does the event offer any economic development benefits to Penrith (eg visitors staying in the Penrith area for an extended period of time)? Please explain

Does the event utilise local resources (ie businesses, facilities, suppliers etc)? Please explain.

Please attach a business plan including marketing information.

INSURANCE DETAILS

Please give details of your Public Liability Insurance
Insurance company

Name of underwriter

Policy number

Amount

Expiry date

.....
Please provide a copy of
public liability insurance
with application.

ACCOUNT DETAILS FOR EFT TRANSACTIONS

Name of Bank / Financial Institution

Branch

Account name

BSB number

Account number

EFT Reference Code

ABN

I certify to the best of my knowledge that the statements made in this application are true. I understand that should this application be approved by Penrith City Council, I will be required to accept the terms and conditions in accordance with Council's accountability and reporting requirements.

Please tick the box to confirm you agree with the Terms & Conditions outlined in the Major Event Sponsorship Guidelines.

Signature

Date

Print name

Position

For further information or assistance prior to submitting an application please contact:

Telephone: **02 4732 8060**

Email: **slee@penrithcity.nsw.gov.au**

Please return completed applications to:

Email: **slee@penrithcity.nsw.gov.au**

Post: **PO Box 60 PENRITH NSW 2751**

Or lodge in person at:

Penrith City Council Civic Centre

601 High Street PENRITH

ATT: Shelley Lee

OFFICE USE ONLY

Notes

Date submitted

CONTACT US

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PENRITH NSW 2750

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PENRITH NSW 2751

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