



EVENT HOSTING SPONSORSHIP PROMOTIONAL SPONSORSHIP APPLICATION FORM

Applicants are encouraged to keep a copy of their application for the organization's records.

Submit your application along with the required attachments via email to:

recprograms@humboldt.ca or hand deliver / mail to:

City of Humboldt

Community & Leisure Services

Humboldt Uniplex

619 17th St.

PO Box 640

Humboldt, SK S0K 2A0

Please Type or Print – *Submit separate applications for each program*

HOSTING ORGANIZATION

Hosting Organization Name		
Are you a Non-Profit Organization (YES or NO) <input type="checkbox"/> Yes <input type="checkbox"/> No	Registered Not-for-Profit Number (If applicable)	
Mailing Address	City	Postal Code

Primary Contact Person		
Mailing Address	City	Postal Code
Phone No	Email	

Event Name	Type of Event
Scope of Event (select one) <input type="checkbox"/> Local/Regional <input type="checkbox"/> Provincial <input type="checkbox"/> National	Does your organization have appropriate liability and insurance in place for this event: (YES or NO) : <input type="checkbox"/> Yes <input type="checkbox"/> No
Is the event a: <input type="checkbox"/> One-Time Event <input type="checkbox"/> Annual Event <input type="checkbox"/> Other (please specify): _____	

EVENT MERIT

What are the dates of the Event?	Where is the event being hosted?
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Provide a brief description of your event

What is the event's target audience?

Anticipated Attendance:

What is the expected attendance of the event?			
Participants: _____	Spectators: _____	Staff/Volunteers: _____	TOTAL: _____
What percentage of the total attendance are from :			
Humboldt/Region: _____	Within the Province: _____	Outside the Province: _____	
What is the Expected attendance of the event?		What is the estimated percentage of attendees are coming from:	
PARTICIPANTS		HUMBOLDT/LOCAL REGION	
SPECATORS		WITHIN THE PROVINCE	
VOLUNTEERS		OUTSIDE THE PROVINCE	
STAFF/OTHER (not included above)		OUTSIDE THE COUNTRY	
TOTAL ANTICIPATED ATTENDANCE		PERCENTAGE TOTAL (MUST = 100)	

SPONSORSHIP BENEFIT

On what level will this event be promoted?

☐ Locally ☐ Regionally ☐ Provincially ☐ Nationally ☐ Internationally

How will the City of Humboldt be recognized for its sponsorship of this event?

(Please attached sponsorship package if applicable)

Is the intention of this event to create a net profit? (i.e. fundraiser): If Yes, please specify how the funds will be spent: ☐ Yes ☐ No

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PROMOTIONAL SPONSORSHIP REQUEST

Please refer to the Promotional Sponsorship Asset List (Appendix A) and fill in your promotional item requests:

[illegible]

Note: The City limits the value of sponsorship at \$500 per event. Organizations can opt to pay the difference of promotional items requested that exceed the \$500 limit.

APPLICATION AGREEMENT

USE OF FUNDING

The City reserves the right to demand, at any time, the return of any sponsorships if the Organization uses it in a manner that, in the opinion of the City, is not in compliance with the sponsorship guidelines or is inconsistent with the description of its intended use as set out in this application or should it be discovered that the undersigned made a material misrepresentation in the application.

REPRESENTATIONS

In making this application, we the undersigned Board Members/Executive Director hereby represent to the City and declare that to the best of our knowledge and belief, the information provided in this application and the related attached supporting documents are truthful and accurate, that we have read and agree to comply with the Event Hosting Sponsorship Policy and the application is made on behalf of the above-named organization and with the Board of Director's full knowledge and consent.

SIGNATURE

Board Member or Representative (PLEASE PRINT)	Signature	Position	Date
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OFFICE USE ONLY

Date Received:	
Date Reviewed:	
Reviewed By:	
Approved:	Yes _____ No _____ Partial _____
Sponsorship Approved:	
Other Comments/Notes:	
Signatures:	_____

APPENDIX A: PROMOTIONAL SPONSORSHIP ASSET LIST

CATEGORY	DESCRIPTION	VALUE
1 Month Leisure Pass	Child (ages 6-11)	\$32.50
	Youth (ages 12-18)	\$37.50
	Adult (19+)	\$42.50
	Family (group residing in same household – max 2 adults)	\$85.00
6 Month Leisure Pass	Child (ages 6-11)	\$178.75
	Youth (ages 12-18)	\$206.25
	Adult (19+)	\$233.75
	Family (group residing in same household – max 2 adults)	\$467.50
12 Month Leisure Pass	Child (ages 6-11)	\$325.00
	Youth (ages 12-18)	\$375.00
	Adult (19+)	\$425.00
	Family (group residing in same household – max 2 adults)	\$850.00
Gift Certificates	Swimming Lessons – Class of 30 Minute Lessons	\$58.00
	Swimming Lessons – Class of 45 Minute Lessons	\$65.00
	Swimming Lessons – Class of 60 Minute Lessons	\$70.00
	Private Swimming Lessons (30 minutes) – per session	\$33.00
Gift Cards	Concession – Pre-Loaded	\$5 - \$50
Single Admission Passes	Child (ages 6-11)	\$6.50
	Youth (ages 12-18)	\$7.50
	Adult (19+)	\$8.50
	Family (group residing in same household – max 2 adults)	\$21.00