



Sponsorship application form

Leduc County Centre | 1101 5 Street, Nisku, AB T9E 2X3 | ph: 780-955-3555 | fax: 780-955-3444 | reception@leduc-county.com

Fill out this form online at leduc-county.com/local-government/sponsorship

This application form is available to assist with supporting residents and organizations in providing events or functions that offer services to Leduc County residents.

In order to seek support, you must be:

- A resident or community organization based within the Leduc region
- In good standing with Leduc County and Alberta Corporate Registry if applicable
- Agree to be open and transparent about financial information

Funding applications will be considered for one to three years of funding. Multi-year funding applications must be consistent for the duration of the funding period.

Organization information (please print)

Organization name:	
Registered society? Yes or no.	If yes, incorporated under which act:
Registration number:	Registration date:
Mailing address:	
Contact name:	Position:
Phone number:	Alternate phone:
Email address:	Website:
Social media accounts:	
Has your organization hosted this event previously? Yes or no. If yes, list when:	

Event information

Event name:

Event date and time:

continued on next page

Event information continued

Description:

Sponsorship amount requested:

Number of participants, both local and non-local:

Facility being used:

What is your volunteer base:

Have you partnered with other organizations to help with this program/project? If yes, please list them below:

Expected media coverage: newspaper, radio, television, other?

What level of exposure will Leduc County's sponsorship funding receive (gold, silver, bronze, etc.):

How will Leduc County be recognized in promotional materials and efforts?

How will Leduc County benefit from this exposure?

Program/event budget and revenue

Event expenses	Amount (\$)
Facility or venue rental	
Facility or venue preparation	
Publicity	
Promotion	
Fundraising	
Equipment rental/purchase	
Officials (travel, accomodation)	
Concession	
Security	
Honouraria	
Traffic control	
Volunteer support	
Other	
Total event expenses:	

Revenue	Amount (\$)
Federal grant funding	
Provincial grant funding	
Leduc County grant funding	
Registration fees	
Admission/tickets	
Sponsorships	
Other	
Total revenue:	

Administrative expenses	Amount (\$)
Salaries	
Insurance	
Equipment	
Postage/freight	
Telephone	
Other	
Total administrative expenses:	

If you receive less than your request, would you still be able to host this event/program: **yes or no**

Please attach the following supporting documents:

- List of current executive, including name, position and contact information.
- Current annual financial statement.

Submission deadlines: January 15, March 15, June 15 and September 15

All applicants will be notified of their status within 45 days of their application deadline.

Please return this completed application with all supporting material attached to:

Dean Ohnysty, Director Community Services

Leduc County

101, 1101-5st, Nisku, Alberta, T9E 2X3

email: dean@leduc-county.com