



# SPONSORSHIP

## Request Form



### APPLICATION INFORMATION

**Organization/Business Name** \_\_\_\_\_

**Primary Contact Name** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Mailing Address:**

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**Physical Address:**

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### MEMBER DETAILS

**Member in good standing:**

☐

Yes

☐

No (Explain community Impact)

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**IRS Status:**

☐

For profit

☐

Other \_\_\_\_\_

☐

501(c)(3)

**W-9 Attached:**

☐

Yes

☐

No



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### EVENT DETAILS

**Event Name:** \_\_\_\_\_

**Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Time:** \_\_\_\_\_

**Venue Address:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Has the venue  
been booked:** ☐ Yes ☐ No

**Is this a ticketed  
event?** ☐ Yes ☐ No

**Expected Attendance:** \_\_\_\_\_

**Audience Profile (who will attend)** \_\_\_\_\_



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### **Jones County Chamber of Commerce Mission Statement**

*The Jones County Chamber of Commerce is dedicated to driving economic growth and fostering a stronger, more vibrant community by championing pro-business initiatives and offering valuable membership incentives for our diverse network of businesses.*



### **IMPACT & ALIGNMENT**

**How will this event benefit Jones County? (Tie to Chamber mission statement above)**

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**Describe measurable outcomes (ex: jobs created, vendors supported, community reach):**

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**How will local vendors/businesses be utilized?**

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**Estimated economic/community impact:**

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### BUDGET CLARITY

**Total Event Budget:** \$ \_\_\_\_\_

**Amount Requested from the Chamber:** \$ \_\_\_\_\_

**Other Confirmed Sponsors & Amounts:** \_\_\_\_\_

\_\_\_\_\_

**Pending Sponsors & Amounts:** \_\_\_\_\_

\_\_\_\_\_

**Itemized use of requested funds:** \_\_\_\_\_

\_\_\_\_\_



### MARKETING & RECOGNITION

**Event Marketing Plan (channels, timeline, reach):** \_\_\_\_\_

\_\_\_\_\_

#### **Sponsorship Recognition Deliverables:**



**Logo placement (provide deadlines & file formats)**

\_\_\_\_\_



**Mention in advertising /public recognition**



**Social media acknowledgement**



**Merchandise/swag**



**Other:** \_\_\_\_\_



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### RISK & COMPLIANCE

**Alcohol Served? (If yes, provide permits & compliance documentation)**

☐

Yes

☐

No

**Accessibility accommodations included?**

☐

Yes

☐

No

**Proof of event insurance attached?**

☐

Yes

☐

No



### POST-EVENT REQUIREMENTS

**Recipients must submit a post-event report within 14 days, including**

- **Attendance numbers and audience demographics**
- **Photos and samples of recognition received**
- **Metrics on measurable outcomes and economic/community impact**
- **Accounting of how funds were used**

**Failure to submit will affect eligibility future requests**

**Unused or misapplied funds must be returned to the Chamber**



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### AGREEMENT & STATEMENT OF UNDERSTANDING

**By signing below, I acknowledge the information provided is accurate. I agree to comply with the Chamber's sponsorship guidelines, brand standards, and reporting requirements. I understand that the Jones County Chamber of Commerce retains sole discretion over sponsorship approval and amounts. All sponsorship requests must be submitted at least 30 days prior to the event date for consideration.**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

### THANK TO OUR PREMIER MEMBER SPONSORS

