

Event Sponsorship Program Application Form

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THE ♥ OF EAST LONDON

We realize events can change throughout the planning process
Please just answer to the best of your abilities at the time of application

Applicant
Name

Email

Organization
Name

Phone

EventName

Event Date

Event
Location

Event
Partner(s)

Expected number of
attendees

Will your event be:

☐ Indoor ☐ Outdoor ☐ Both

Do you have event insurance?

☐ Yes ☐ Will obtain

Will there be music?

☐ Yes ☐ No

Will there be alcohol?

☐ Yes ☐ No

Will there be food?

☐ Yes ☐ No

Are you fundraising at this event?

☐ Yes ☐ No

***PLEASE NOTE:**

Due to the nature of this program, you may
NOT charge for admission or activities
BUT you may collect voluntary donations

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How would you classify your event?

☐ Fun Fair

☐ Themed Festival

☐ Networking Event

☐ Seminar or Workshop

☐ Market/Vendor Fair

☐ Other: _____

Type of Sponsorship you're looking for:

Argyle Currency applications have a higher chance of being approved

☐ Monetary

☐ Argyle Currency Gift Cards

How much money are you looking for?

Please include what you're looking to cover and approximate costs:

please attach an additional document if you need more space for text

How will this event positively impact the Argyle area?

please attach an additional document if you need more space for text

Event Sponsorship Program Asset Loan Application



We will be updating and modifying the program as needed based on feedback and results*

What are you looking to borrow:

TENT WEIGHTS (set of 2)	how many _____	X \$30 =	
	(4 sets)		
FOLDING TABLE	how many _____	X \$55 =	
	(out of 7)		
POP-UP TENT	how many _____	X \$115 =	
	(out of 3)		
BLUETOOTH SPEAKER	how many _____	X \$136 =	
	(out of 5)		
OUTDOOR HEATER	how many _____	X \$150 =	
	(out of 7)		
TOTAL DAMAGE DEPOSIT REQUIRED:			\$

What dates would you like to reserve them for?

From: _____ Until: _____

By submitting this form you agree to the following:

- Transportation of assets from the Argyle BIA offices to the Event and back to BIA offices post event is solely the responsibility of the event host.
- The assets should be returned within 3 days after the event date. Contact the BIA if this cannot be done otherwise you may be subject to late fees.
- Any excessively late or damaged returns may result in being barred from future asset use and loss of your deposit.

Event Organizer
Name: _____

Event Organizer
Signature: _____

Event Sponsorship Program

Event Metrics + Feedback



***PLEASE NOTE:**

This information is **REQUIRED** to receive the final portion of your program.
If you fail to submit this information you will be barred from using this program in the future.

All information collected will remain anonymous and for internal use at the Argyle BIA only

Event name

Location

Date + timeframe

Number of attendees
(approximately)

Number of tickets
reserved

Event partner(s)

How many
volunteers

How much money
did you raise (approx)

Weather + temperature
of the event day

Was your event:

☐ Indoor ☐ Outdoor ☐ Both

Did you serve food

☐ Yes ☐ No

Was there alcohol?

☐ Yes ☐ No

Attractions/activities/activations at event

please attach an additional document
if you need more space for text