

## Peel Development Commission SPONSORSHIP REQUEST FORM

**PLEASE NOTE:** Sponsorship of amounts up to \$10,000 require the completion of this sponsorship request form.

### ORGANISATION DETAILS

<b>Organisation responsible for the project/initiative or event</b>	
<b>Address</b>	
<b>Contact person</b>	
<b>Position of contact person</b>	
<b>Phone number of contact person</b>	
<b>Email address</b>	
<b>Organisation's brief background and history</b>	
<b>Applicants' organisational structure/operations (e.g. paid/voluntary staff, registered office, loaned space or home-based etc.)</b>	
<b>Any previous sponsorship from PDC – provide details</b>	

### PROJECT/INITIATIVE/EVENT DETAILS

<b>Project/initiative/event name</b>	
<b>Date(s) of project or event</b>	
<b>Total project/event budget</b>	
<b>Sponsorship request</b>	
<b>Please provide specific details of what the PDC sponsorship funds will be used for within the project/initiative or event</b>	<i>Note: PDC funds cannot be used for the supply of alcohol.</i>
<b>Brief description of the project/initiative/event</b>	

<b>Target audience &amp; expected attendance numbers</b>	
<b>Expected outcomes of the project/initiative/event e.g. how will it benefit regional development in Peel?</b>	
<b>Have you had a discussion with anyone at the PDC regarding this sponsorship? If so, who?</b>	

**Details of requests for sponsorship from other agencies, organisations or businesses**

<b>Name</b>	<b>Amount Requested</b>	<b>Comments</b> (include if sponsorship is approved or pending)

**APPLICANT DECLARATION**

I declare as a representative of the above named organisation, that the information supplied is true and accurate to the best of my knowledge.

Should this request for sponsorship be approved I/we agree to:

- Provide a tax invoice (on request).
- Acknowledge the PDC's contribution in an appropriate form.
- Seek approval for the use of the PDC logo prior to any publication.
- Only use the PDC sponsorship funding as detailed in this application form.
- Repay to the PDC any unspent funds not used to complete the project or event detailed in this application form.
- Complete a post project/event report at the conclusion of the project.

<b>Name:</b>	<b>Date:</b>
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**Signature:**

**RETURNING YOUR COMPLETED SPONSORSHIP APPLICATION**

**Please email your completed application to:** [peel@peel.wa.gov.au](mailto:peel@peel.wa.gov.au)

**Or post to:**  
 Peel Development Commission  
 PO Box 543  
 MANDURAH WA 6210

**If you have any questions about the completion of this form, please contact the Commission on 08 9535 4140.**

**INTERNAL OFFICE USE ONLY**

Approved <input type="checkbox"/> Not Approved <input type="checkbox"/>	<b>Amount approved: \$</b>	<b>Date of Decision:</b>
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