We define Co-Sponsorship as 2 or more departments/organizations that partner to plan and implement a program or event. This may or may not involve financial support. Your request will be reviewed by SEAL at their next regularly scheduled meeting.

**Your Contact Information:**

Name ___________________________ Phone ___________________________

Email ___________________________ Group ___________________________

**Event Information:**

Event Name: ______________________ Event Date: ______________________

Day: SU M T W TH F SA Time: ______________________

Admissions Charges: __________________ Location: ______________________

Description of Event (attach additional info): __________________________________________________________

Purpose of Event (why?): __________________________________________________________

Other Sponsors: __________________________________________

Target Audience: __________________________________________

**Technical Needs:**

__________________________________________________________________________________________

__________________________________________________________________________________________

**Publicity Needs:**

__________________________________________________________________________________________

__________________________________________________________________________________________

**Cost Breakdown:**

Performance Fee __________________ Hospitality __________________

Security Fees __________________ Facility Fees __________________

Publicity __________________ Other(s) __________________

Total Cost __________________

What are you looking for in a collaboration/co-sponsorship?

__________________________________________________________________________________________

__________________________________________________________________________________________

__________________________________________________________________________________________

__________________________________________________________________________________________

__________________________________________________________________________________________

Return to Career & Leadership Development (SEAL), University Center 146