

Collaboration/Co-Sponsorship Request

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? _____

