



Harborview Community Event Application Form

Review Harborview Event Policy prior to applying for a sponsorship.

1. Applicant / Organization

* All items in red are required fields

Applicant / Organization		Telephone #
Address		
City / Town	Province	Postal Code
Contact Information		
Name	Email Address	Telephone #
Mission Statement / Statement of Purpose:		

2. Applicant / Organization Event Information

From the following, please choose which best describes the applicant:	<ul style="list-style-type: none"> ○ Sponsor - Funding the entire community event ○ Co-Sponsor - Funding is shared across more than one sponsors ○ Underwriter - Funding only a particular aspect of the event
Is the Applicant/Organization a member of the Harborview Community?	<input type="checkbox"/> Yes <input type="checkbox"/> No
What is the total amount being funded?	
If you selected "Underwriter" above what aspect of the event are you underwriting?	
Will the Applicant/Organization be present at the Event?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Applicant understands funding must be provided or receipt confirmation 1 week prior to event?	<input type="checkbox"/> Yes <input type="checkbox"/> No



3. Event / Activity Information

Event / Activity Information		
Name of Event / Activity:		
Description of Event / Activity:		
Date of Event / Activity:		to
Time of Event / Activity:		to
Location of Event / Activity:		
Attendance projections of Event/Activity:		
Event / Activity Admission Fee:		<input type="checkbox"/> No Charge <input type="checkbox"/> \$ _____ per _____
Partner(s) or Co-Sponsor (if applicable):		
Organization/Contact Name	Event Aspect	Contact Information
		(home #): (business #): (email):
		(home #): (business #): (email):
Additional Notes/ Comments:		
<p>Indicate any recognition opportunities and other benefits included in the sponsorship (a separate page outlining sponsorship opportunities may be attached):</p>		



Community Event Sponsorship Applicant Declaration and Acceptance of Conditions

Applicant Name:	
Address:	

1. Applicant has read and understands the **Harborview Community Event Policy**

2. If there are any changes to the application subsequent to approval, the applicant will notify the Community Event Coordinator for review and determination if the changes are within the scope of the original application.

3. The applicant understands all communications about the event should be approved by the Event Coordinator (Flyer's, Mail, Signs, Social Media post, etc.)

4. The applicant understand prof of purchase or sponsorship must be provided to the Event Coordinator 1 week prior to event.

5. The Sponsorship Applicant/Organization shall indemnify and hold harmless the Harborview at Cheswicke Homeowners Associations and Board against any claims, costs, causes of action, fines or any other losses or other penalties the Applicant suffers related to the sponsorship of any event.

We certify that, to the best of our knowledge, the information provided herein is accurate and complete and is endorsed by the Organization, which we represent.

Name:	Name:
Title:	Title:
Date (DD/MM/YYYY):	Date (DD/MM/YYYY):