

Request for Sponsorship by Cycle Canada, The Veloforce Corporation



**Cycle Canada,
The Veloforce
Corporation**

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WEB
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CycleCanada.com

E-MAIL
sweep@
CycleCanada.com

Name of Applicant: _____

Street address: _____

City: _____ Province: _____ Postal code: _____

E-mail: _____

Tel (Day): _____ Tel (Eve): _____

Is the Applicant seeking a: Primary sponsor Secondary sponsor

Nature of request: Monetary support Non-monetary support

Estimated duration of project: _____

Estimated cost of project: _____

Amount of this request, if monetary: _____

Summary description of this request, if non-monetary:

Percentage of project budget allotted to administration: _____

Are any participants in this project being compensated directly or indirectly: Yes No

If yes, describe and state estimated amount: _____

Are participants being reimbursed for their expenses related to this project: Yes No

If yes, describe and state estimated amount: _____

Please attach the following to this application:

1. A letter describing in detail what the Applicant is asking from us and how the Applicant thinks this project would further our corporate goals.
2. A detailed description of the project and its goals. Include a summary budget for major expense categories and a list of primary contacts with contact information.
3. Biographies of all participants.
4. A detailed timeline for the project, including advance preparation time and time devoted to post-project report preparation.
5. A list of sponsors already contacted and potential sponsors the Applicant plans to contact.
6. A description of promotional plans. Include names of media outlets that the Applicant has contacted or plans to contact.
7. Copies of letters of support the Applicant now has from sponsoring organizations.
8. Letters from all sponsors specifying names and/or trademarks that the Applicant is authorized to use in connection with this project.

I make this application on behalf of myself on behalf of the organization named above

Signed: _____ Title: _____ Date: _____