

Sponsorship of Special Events – Request Form

Deadline: Monday, September 22, 2025 at 5:00 PM

IMPORANT: *Unlike the Major Projects or Initiatives Request, this form must be submitted directly by the applicant or organization. In addition to this form, applicants must also complete the Special Event Permit.*

Date:

Applicant / Organization Name:

Contact Person:

Email:

Phone:

Event Name:

Sponsorship may be requested from:

- ☐ Village Council
- ☐ Environmental Commission
- ☐ Public Arts & Culture Commission
- ☐ Unsure

Event Description (Include target audience, timeline, location, activities, tools, expertise, etc.):

Alignment with Village Goals & Values (Which Village goal or value does this event help fulfill?):

Collaboration (Are there additional organizations or individuals involved? If yes, provide details):

Support Requested:

☐ Financial Sponsorship – Amount requested: \$

☐ In-Kind Support – Describe needs:

Sustainability & Funding (What funds will be required to sustain this project? How will ongoing support be achieved?):

Other Funding Sources (Detail other funding sources supporting this project, if any):

Will your event require a liquor license?

☐ Yes

☐ No

☐ Unsure

Submission Instructions

Please submit your form to Judy Kintner, Clerk of Council, but no later than Monday, September 22, 2025 at 5PM. Email: judy.kintner@yellowsprings.gov