

Sponsorship Request Form

Community Event and Sponsorship requests shall only be accepted during the following times each year: ${\bf March~1~-31}$ and ${\bf September~1~-30}$

EVENT NAME:					EVENT DATE:			
LOCATION:					□ On F	On Port Off Port		ort
APPLICANT NAME:					☐ Tabl		_	munity Event
YOUR CONT	ACT II	NFO:						,
FIRST NAME				LAST NAME:				
TITLE:				COMPANY:				
PHONE:			EMAIL:					
ESTIMATED REQUEST AMOUNT:		\$		ADDITIONAL IN KIND:			Please	501(c)3? include proof of 501(c)3 status.
APPLICANT	s Mus	T PROVIDE EITHE	ER A T	AX ID NO. OR	SSN F	OR TAX	PURP	OSES:
☐ Non-Profit	Tax ID	:		Partnership	Tax ID:		D:	
☐ Individual	SS #	:		Other (describ	pe below)	Tax II	D:	
		ON OF REQUEST:						
We encourage y	ou to att	tach additional documen	ts, propo	osals, or informatio	on you fee	would be	e helpful i.	in our evaluation.
			NOTE: All requests are subject to availability of funds.					
				NOTE.	All reque	sts are s	ubject to	o availability of furius.
HAS YOUR ORGANIZATION PREVIOUSLY			☐ YES ☐ NO					
BEEN SPONSOI	RED OR	SUPPORTED BY CPA?						
IS THIS EVENT OPEN TO THE PUBLIC?			☐ YES ☐ NO					
AUDIENCE DEMOGRAPHICS			☐ Youth ☐ Seniors ☐ Men ☐ Women ☐ Under-served ☐ Business Leaders ☐ Other					
ESTIMATED ATTENDANCE			Numbers only; enter "0" if not applicable					
PROGRAM OR EVENT BUDGET DETAILS (ATTACH BUDGET)								
GROUPS YEARLY BUDGET, INCLUDING FUNDRAISING INITIATIVES (ATTACH BUDGET)								

The information on this form is being collected for the purpose of determining eligibility of an applicant to receive CPA sponsorship support. The information will become public information once it is submitted as provided in Florida Statute 119. Questions regarding the collection of this information can be directed to the Records Manager at (321) 783-7831 Ext. 223.

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DEFENSE AND INDEMNIFICATION

Applicant shall defend, indemnify, and hold harmless Canaveral Port Authority, its agents, officers, and employees from and against all claims, damages, losses, judgments, liabilities, expenses, and other costs, including litigation costs and attorney's fees, arising out of, resulting from, or in connection with the project funded pursuant to this application. Applicant's obligation to defend, indemnify, and hold the Canaveral Port Authority, its agents, officers, and employees harmless applies to any actual or alleged personal injury, death, or damage or destruction to tangible or intangible property, including the loss of use. Applicant's obligation under this paragraph extends to any claim, damage, loss, liability, expense, or other cost which is caused in whole or in part by any act or omission of the Applicant, its agents, employees, suppliers, or anyone directly or indirectly employed by any of them, or anyone whose acts or omissions any of them may be liable. Applicant's obligation to defend, indemnify, and hold the Canaveral Port Authority, its agents, officers, and employees harmless under the provisions of this paragraph is not limited to, or restricted by, any requirement for Applicant to procure and maintain policy of insurance.

performance of his or her official duty shall be guil	se statement in writing with the intent to mislead a ty of a misdemeanor of the second degree, punishable	as
Signature	Date	
Name/Title of Authorized Agent	-	

Return this completed application, with all supporting material attached, to: sponsorships@portcanaveral.com or Fax: (321) 783-3748

Сомм	ITTEE	E EVALUATES USING CRITERIA IN POLICY # POL-2016-001-COM-3:	Meets Criteria (Y/N)
III.A.4	the	ole sponsorship requests will be evaluated on the relevance of the event to one or more of CPA mission areas, consistency with Canaveral Port Authority Charter and laws of the State of Florida, the nature and number of other Table Sponsorships events eady committed to or contemplated for approval, the budget for Table Sponsorships, and prior experience with the event.	
III.B.3	Cor a.	 mmunity event sponsorship will also be evaluated using the following criteria: Ability of the event to address one or more of the following community engagement and education areas: (i) Provide CPA with opportunities to educate the public and its stakeholders, promote one or more of its mission areas, and attract attention to future economic activities and opportunities on CPA property; (ii) Promotes and supports the Port's maritime industry and regional commerce; (iii) Fosters educational advancement and public awareness of maritime industry; (iv) Fosters relationships between CPA and its stakeholders in the region and community; 	
	b. c. d. e. f.	Number of people the event will attract to the Port considering the area utilized, the nature of the event and the affected community; Ability and methods used to measure the event's attendance and support; Percentage of the event's budget that is being required from CPA including both funding and services; Documented past and expected future economic impact and financial return to CPA; Expected promotional and/or marketing value of the event for CPA through attendee participation, event promotion and media coverage; and Projected impacts of the event on tenant businesses and the surrounding community, including displacement of parking, traffic, and pedestrian circulation, as well as, noise and concessions that will compete with tenant businesses.	

Date Recei	Date Received by Canaveral Port Authority:					
Sponsorshi	p Recommended:	☐ YES ☐	NO		Commission Meeting Date:	
Amount of	Sponsorship:			_	Funds from Account:	
Date Group	Notified:			_		

Canaveral Port Authority | 445 Challenger Road, Suite 301 | Cape Canaveral, FL 32920 | (321) 783-7831