



# City Event Sponsorship Application

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Updated JAN 2026

## Become a Pooler Event Sponsor!

Join us in supporting the vibrant City of Pooler community by sponsoring one of our 2026 events! With a variety of sponsorship levels, your business will gain valuable exposure, connect with local residents, and showcase your commitment to community growth. Don't miss the chance to be a part of something memorable. Become a sponsor today and elevate your brand alongside exciting city events!

### NOTICE TO APPLICANT

- Complete Application:** Select your sponsorship level from the options below. Each level includes specific benefits and recognition.
- Payment Deadline:** Payment must be received 14 days prior to the event to guarantee full benefits. Late payments may result in reduced or excluded benefits.
- Logo & Materials Submission:** Provide your logo and promotional materials by the specified deadline to ensure inclusion in event promotions.
- Required Documents:** Completed application form, high-resolution company logo (EPS, PNG, or JPG), completed W-9, certificate of insurance, and current business license.
- Non-refundable Commitment:** Sponsorships are non-refundable. Please review your selection carefully before submitting.
- Event Changes:** The City of Pooler may adjust sponsorship benefits or allocations based on payment received and event logistics.
- Confirmation of Sponsorship:** You will receive a confirmation and receipt after submitting your form and payment. Contact the organizers if you don't receive it.
- Separate Application Required:** Submit a separate application for each event you wish to sponsor.

### OFFICE USE ONLY

Date Received: \_\_\_\_\_ Received by: \_\_\_\_\_ Fee Paid: \_\_\_\_\_

Date Issued: \_\_\_\_\_ Sponsor Number: \_\_\_\_\_

### Event Title

Event Name

Event Date/Time

### Sponsor Contact Information

Event Sponsor Business Name

Business Type/Description

Business Website



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Contact Name	Contact Title	Contact Email
Contact Mailing Address	Contact Phone	

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## Sponsorship Benefits Selection

Select the sponsorship level that best aligns with your support:

- City Visionary** - \$3,500
  - Premium logo placement on event promotional materials
  - Prominent banner placement at venue
  - Speaking opportunity at the event
  - Exclusive promotional table at the event
  - Social media feature
  
- Civic Champion** - \$2,500
  - Logo on event promotional materials
  - Banner placement at venue
  - Exclusive promotional table at the event
  - Social media mention
  
- Community Builder** - \$1,500
  - Logo on city website event post
  - Social media mention
  - Complimentary tickets
  
- Neighborhood Supporter** - \$750
  - Logo on city website event post
  - Social media mention
  
- Local Partner** - \$500
  - Logo on city website event post
  - Social media mention
  
- Custom Sponsorship or In-Kind Donation** - TBD
  - Event Entertainment
  - Food and Beverage
  - Volunteer/Staff Shirts
  - Awards
  - If interested in a unique or tailored sponsorship, indicate type here: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



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## Required Submission Materials

- Completed application form
- High-resolution company logo (EPS, PNG, or JPG) for use on event materials emailed to [tlockhart@pooler-ga.gov](mailto:tlockhart@pooler-ga.gov)
- Completed W-9 emailed to [tlockhart@pooler-ga.gov](mailto:tlockhart@pooler-ga.gov)
- Certificate of Insurance emailed to [tlockhart@pooler-ga.gov](mailto:tlockhart@pooler-ga.gov)
- Current Business License emailed to [tlockhart@pooler-ga.gov](mailto:tlockhart@pooler-ga.gov)

## Payment Information

- Check (made payable to City of Pooler)
- ACH (bank transfer)
- Credit Card

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Name on Card	Card Number	Expiration Date	CVV
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## Terms & Affidavit

Sponsorships are non-refundable. Sponsors are responsible for providing logos and materials by the required date for inclusion in promotional materials. Payment must be received before event day to ensure sponsorship benefits are honored. The event organizers reserve the right to adjust the sponsorship benefits as necessary.

By signing this form, the sponsor grants the City of Pooler the right to use their logo, company name, and likeness in all event-related marketing and promotional materials, including the event website, social media, and print collateral.

I, the undersigned, certify that I have read, examined, and completed this application, and that all information provided is true and correct. I further agree to the terms outlined in the sponsorship levels and commit to providing the selected sponsorship amount by fourteen (14) days prior to the event. The City of Pooler reserves the right to allocate benefits based on the sponsorship level and payment received.

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Applicant Name	Applicant Signature	Date
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