

# Sponsorship And Donations Application Form

ORGANISATION/CHARITY/CLUB/COMMITTEE INFORMATION				
Organisation/Charity/Club/Committee Name:				
Organisation/Charity/Club/Committee Address:				
Brief description of the Organisation/Charity/Club/Committee				
Contact Name and Details:				
Contact Name(s)				
Position Held in Organisation/Charity/Club/Committee				
Email Address:				
Phone Number:				
Event/Activity Name / Funding Details:				
Please provide a description of the fundraising efforts for your Organisation/ Charity/Club/Committee				
Purpose of Sponsorship/Donation/Funding:				
<i>Additional material can be attached to support the application</i>				
Please provide a description of Purpose of Sponsorship/Donation/Funding				
What age group of the Community this event/project will support?				
What age group of the Community this event/project will support?				
Sponsorship/Donation/Funding Details				
Estimated Event Cost:	€			
Required Funding Cost	€			
Amount Requested:	€			
<i>Please tick as appropriate</i>		Full Sponsorship	Partial Sponsorship	Any Donation
Has your Club/Society/Association received sponsorship from Tullow Credit Union Ltd in the past? <i>Please tick as appropriate and provide details</i>			YES	NO
Please provide details.				
Is Tullow Credit Union Ltd the main sponsor? <i>Please tick as appropriate</i>			YES	NO
Please list other potential event sponsors if applicable and outline the activities they undertake:				
Sponsorship and Donation Recognition				
Please describe in detail how Tullow Credit Union will be recognised as a sponsor: <i>(Tullow Credit Unions name and logo use in signs or banners, print materials, the organisations club website, building, social media, at event launch, event brochures, etc.)</i>				
Is there an opportunity for Credit Union Employees to participate in the Event/Activity? <i>Please tick as appropriate</i>			YES	NO

## Sponsorship and Donation Terms and Conditions

Tullow Credit Union are delighted to receive funding, sponsorship and donations applications from any organisation, committee, education institution, voluntary organisation, club, society from our members for worthwhile purpose.

We look to sponsor activities or make donations that benefit the broader community of Tullow. To be considered any request must be located within the common bond community of Tullow Credit Union.

Preference will be given to sponsorship, donations and funding requests that:

- Reflect the credit union ethos
- The organisation is based and draws its membership from within our common bond
- Benefits the community
- Applications for sponsorship/donation/funding should be made at least one month prior to the scheduled event/activity.
- All requests for sponsorship/donation/funding must be made using the Credit Unions Donation Application Form which is available in our office or online at [www.tullowcu.ie](http://www.tullowcu.ie).
- Completed applications must returned via post, in person or emailed to [info@tullowcu.ie](mailto:info@tullowcu.ie) with the subject line Sponsorship and Donation
- Additional terms and conditions may apply.

### About our Sponsorship and Donations Committee

Our Sponsorship and Donations Committee meet once a month to consider applications for donations/sponsorship/funding.

- We limit our sponsorship, donations and funding to each organisation of one per financial year (1<sup>st</sup> October—30<sup>th</sup> September following year).
- We do not guarantee donation/sponsorship/funding year to year.
- Each application must state how Tullow credit union will be acknowledged represented through its donation.
- Any sponsored charity/sports club/organisation/committee/club/education institutions/voluntary organisation must publish where applicable on their website/social media pages (Facebook/Twitter) /local papers a photograph taken in credit union offices or agreed location with a officer when accepting a cheque.
- Any sponsored organisation is expected to display the Credit Union Logo or Banner during sponsored event/activity.
- A Committees/Club/Societies/Associations etc. may be asked to provide proof of how the credit union was recognised at the event such as event programmes/brochures/adverts/printed items/copy of article in the newspaper).
- Tullow Credit Union reserves the right to use a name of a sponsored organisation and any material for promotional purposes on our website/local papers/presentations and any social media.
- By signing this form, you are consenting that Tullow Credit Union Ltd can use any media taken of your organisation in our office upon presentation of the cheque on our website, social media, local papers and reports.
- Upon approval or decline of your request for sponsorship, donation, funding, you will be notified in writing by email or post at the address provided on the application form.
- The Sponsorship and Donations committee decision is final and in the case of the declined sponsorship/donation request next re-application may be made in the following financial year

I confirm that I have read the Sponsorship and Donations Policy and agree to the terms included in the policy, specifically the acknowledgement of Tullow Credit Union Ltd, use of photographs from the Sponsorship/Donation/Funding on the Credit Unions website, social media sites or similar media.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### OFFICE USE ONLY

Date Received:			
Date processed by the Donations Committee:			
Amount of Sponsorship/Donation/Funding:	€		
Sponsorship and Donations Committee decision	Approved	Reduced	Declined
Are there any conditions application?			
Date Cheque Issued:    /    /	dd/mm/yyyy	Cheque Number:	/  /
Details of payment method:			
Suggested Recognition/Special Conditions:			