

EVENT/PROGRAM SUPPORT REQUEST FORM

MARKETING



Submit this form and relevant promotional materials *at least 45 days* prior to the event via email, mail, or fax. Include a copy of the latest W-9 for the organization, as well as all applicable registration information with the Oklahoma Secretary of State and the IRS. If you have any questions, please call 918-256-0742.

***If additional space is needed in the fields provided, please attach a separate sheet of paper to this form.*

| ORGANIZATION INFORMATION | | |
|--------------------------------------|--------|------|
| Organization Name: | FEIN: | |
| Mission/Purpose of the Organization: | | |
| Contact Name: | Email: | |
| Mailing Address: | Phone: | Fax: |

| EVENT/PROGRAM INFORMATION | | |
|--|-----------------------------------|---------------|
| Event/Program Name: | | |
| Event Location: | Date: | Time: |
| Is this a continuing/annual event? | Monetary support requested: \$ | |
| Detailed description of event: | | |
| How will the support be utilized? | | |
| How will GRDA be acknowledged and recognized for the support? Note: Proof of performance materials will need to be submitted after the event/project to close out the evaluation of the funding. | | |
| How many individuals will be exposed to this recognition? | | |
| What are the demographics of these individuals (children, male, female, etc.)? | | |
| ACKNOWLEDGEMENT | | |
| <i>If support is awarded by GRDA, I declare all funds provided will be spent appropriately for the purpose(s) described above. Further, I understand that relevant books, records, or documents may be subject to review by GRDA or other applicable state agencies.</i> | | |
| _____ Print Name of Responsible Party | _____ Signature | _____ Date |

Submit by Email

Print Form

EMAIL
customer.relations@grda.com

Grand River Dam Authority
Attn: Shannon Randolph/Community Relations