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**LAKE AREA BUSINESS DISTRICTS OF CAMDEN, MILLER, AND MORGAN COUNTY**

 **Sponsorship Request**

**Thank you for hosting your event at the Lake of the Ozarks!!**

**Lake Area Business Districts of Camden, Miller, and Morgan County Mission Statement: To promote Central Missouri’s Lake of the Ozarks as Mid-America’s premier vacation, group, golf, and outdoor destination.**

**Events Committee Mission Statement:** **To assist special events and festivals that generate measurable overnight accommodation room nights, and to promote the Lake of the Ozarks, with the goal of the event financially sustaining itself at some point in the near future.**

**The attached Sponsorship Request Form must be fully completed in order for your request to be considered. This form is for one-time only events taking place in the Lake Tri-County area or for established events that have been held at the Lake of the Ozarks for five or more years.**

**NAME OF EVENT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Form Submission: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Is this a one-time only special event? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Is this an established event that has been held for five (5) or more years at the Lake of the Ozarks?**

**Please list the past dates for the event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Sponsorship Request Form & supporting documentation must be submitted to the Business District of Camden County, the Business District of Miller County, and the Business District of Morgan County by the 5th of the month at least ninety (90) days prior to your event in order to be considered at the monthly Business Districts Advisory Board meetings. For requests $2,000.00 and above, it may be required a representative from the event be available at the monthly Business District Board Meetings and/or the TCLA Board of Directors meeting to provide information and/or answer questions.**

**If your event organizers have completed a sponsorship package that includes sponsorship levels, please include with your form submission.**

**If approved, are you willing to provide volunteers to assist in completing event research questionnaires for a sampling of your attendance (are they staying overnight, how many nights, etc.)?**

**If approved, is there an opportunity for a spokesperson from the business districts or TCLA to welcome or address your attendees during the event?**

**If approved, an invoice must be submitted to the Business District(s) that approved funding indicating whom the check is to be made payable and where to mail when completed.**

**If, for any reason, your event is cancelled after funds have been disbursed, said funds will be refunded to the Lake Area Business District that provided the funding within thirty (30) days of the cancellation.**

**Should the Lake Area Business District of Camden, Miller or Morgan Advisory Board provide funding for this request, applicant entity agrees to provide a hard copy insurance binder, listing the Lake Area Business District Board who funded the event as an additional ensured entity/entity on the insurance policy for the event.**

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**Sponsorship Request Page 2**

Event:

Date(s) of Event:

Brief Description of the Event: .

Name of Person/Organization Completing Form:

Event Website:

Phone #: E-mail:

Event Geographical Location:

Host Hotel(s) for Event:

Expected Total Attendance:

Expected Total Number of Accommodation (Room) Nights Generated:

Previous Years Total Accommodation (Room) Nights Generated if applicable:

Expected attendance from within a 50-mile radius of event:

Expected attendance from farther than 50-mile radius of event:

**TOTAL SPONSORSHIP AMOUNT REQUESTED:**

Insurance Carrier:

**Please email the completed funding request form along with your event sponsorship packets to all three Business Districts listed below:**

**Lake of the Ozarks Area Business District of Camden County**

**Camdencountybusinessdistrictmo@gmail.com**

**Lake of the Ozarks Area Business District of Miller County**

**millercountybusinessdistrict@gmail.com**

**Lake of the Ozarks Area Business District of Morgan County**

**morgancountybusinessdistrict@gmail.com**

Internal Notes:

Received By: Date: