



Sponsorship Application Form

Once completed please return to:

Administration officer
Goomalling & Districts Community Financial Services Ltd
PO Box 60
Goomalling WA 6460
goomallingdistcommfinservices@gmail.com

Important: Please refer to the notes on the last page which are designed to give you additional information and assist you to complete your application.

1. Organisation applying for sponsorship

2. Australian Business Number (ABN) of the applicant

Note: If you are unable to provide an ABN, please refer to details provided with this application form.

3. Is your organisation a not for profit YES NO

4. Postal Address

5. Contact Name

Position Held

Email Address

6. Phone No(s)

7. Event/Project description

8. Sponsorship requested and use? How can we help you?

9. Expected completion date of project/date of event? _____(Date)

10. What other fundraising has been organised for the event?

11. Positive outcomes for your organisation from this sponsorship

12. Positive outcomes for the community

13. Positive outcomes for Goomalling **Community Bank**[®] Branch

(How will you be able to recognise and promote this sponsorship)

- Goomalling **Community Bank**[®] Branch logo placement at event/program/activity
- Goomalling **Community Bank**[®] Branch logo used in promotional material
- Media coverage (please forward press clippings)
- Naming rights to event/award/trophy
- Appropriate opportunities for Goomalling **Community Bank**[®] Branch people to attend event/award function
- Government representation at event
- Other partners involved in this event (name details here)

Other recognition (details here)

*Please note that while Goomalling **Community Bank**[®] Branch desires the above positive outcomes, they are not essential for a successful sponsorship.*

14. List any known Goomalling **Community Bank**[®] Branch employees or directors involved with your organisation

15. Please indicate if you or your organisation banks with the

- Goomalling **Community Bank**[®] Branch
- Other recognition (details here)

16. **DECLARATIONS:** In making this application for sponsorship to Goomalling **Community Bank**[®] Branch I agree, as or on behalf of the applicant, that if the application is successful the funds requested would be used only for the purpose described and if the funds are not so used they will be returned immediately to Goomalling **Community Bank**[®] Branch. I further agree that, as or on behalf of the applicant, I accept responsibility for ensuring that the recognition elements forming part of this agreement are achieved and that Goomalling **Community Bank**[®] Branch Sponsor Report Back Form will be completed and returned. I agree to submit report back form and photos within six weeks of event/project completion

Date:

.Signed:

Full Name: (Please print)

APPLICATION FOR SPONSORSHIP: EXPLANATORY NOTES

Please also be aware that applications for sponsorship must be received three calendar months or more before the commencement date of the project. If your project has a seasonal component please ensure you submit the application with enough time for processing of the grant so that it does not affect the implementation of the project as funding cannot be retrospective.

The following notes refer to numbered sections on the form. They include sponsorship information to assist you with completing your application correctly and to ensure Goomalling Community Bank® Branch considers all sponsorship applications equitably.

- 1. ORGANISATION DETAILS:** What is the applicant organisations or associations full name? If you are applying for personal sponsorship, put your own name here. Note that Goomalling Community Bank® Branch would usually sponsor organisations rather than individuals, since this widens the community benefit.
- 2. ABN:** All applicants for sponsorship from Goomalling Community Bank® Branch must quote an Australian Business Number (ABN) otherwise, in accordance with the Australian Taxation Office (ATO) PAYG requirements, Goomalling Community Bank® is obliged to withhold 48.5% of the sponsorship amount. Goomalling Community Bank® Branch hereby reserves the right not to deal with entities unable to provide an ABN, due to the administrative burden associated with the Tax Office's withholding requirements.
- 3. NOT FOR PROFIT:** Please indicate if your organisation is a not for profit.
- 4. POSTAL ADDRESS:** The official organisation address to which all communication will be sent.
- 5. CONTACT PERSON:** We need to know the name of your association's office bearer who is making the application, and that person's title. The person whose name appears here must sign to accept responsibility for ensuring that the funds are used for the requested purpose, that the agreed recognition is obtained and that a Sponsorship Report Back form is completed and returned.
- 6. CONTACT INFORMATION:** We might need to talk to you, please give us telephone numbers, and any other contact details (fax/email) of the person making the application.
- 7. EVENT/PROJECT DESCRIPTION:**
What is happening that you need our support for?
- 8. WHAT IS THE SPONSORSHIP TO BE USED FOR:**
Describe what you need and how it will be used. Note that once the sponsorship application has been approved, the sponsorship funds cannot be used for any purpose other than described here. If the agreed project does not go ahead, the funds must be returned to Goomalling Community Bank® Branch.
- 9. WHEN IS THE SUPPORT NEEDED:** When do you need to receive Goomalling Community Bank® Branch sponsorship support? Many sponsorship proposals can take weeks to assess, renegotiate, recommend and decide. Sponsorships sought on an emergency basis are less likely to succeed,

because they indicate that the organisation lacks ability in forward planning which can be critical in delivering benefits to a sponsor. For major sponsorships, note that Goomalling Community Bank® Branch budgets on a financial year, and major sponsorships are considered in March/April during this planning process.

- 10. HAVE YOU APPLIED FOR SUPPORT FROM ANY OTHER ORGANISATION. ARE YOU FUND RAISING FOR THE EVENT YOURSELVES?**
- 11. POSITIVE OUTCOMES FOR YOUR ORGANISATION:**
Describe the benefits your organisation will receive from the sponsored activity.
- 12. POSITIVE OUTCOMES FOR THE COMMUNITY:**
Describe the community benefits that will result from your sponsored activity. Goomalling Community Bank® Branch's sponsorship program is designed for and desires to add value to the community, therefore we need to know what benefit will occur as a result of our support. Note, precise measures support sponsorship applications better than vague generalisations.
- 13. POSITIVE OUTCOMES FOR GOOMALLING COMMUNITY BANK® BRANCH:**
Goomalling Community Bank® Branch sponsorships invest in recognition opportunities that we believe will advance the long-term interests of the company, as well as the long-term interests of the community. In this section, list precisely what you offer in return for sponsorship. Do not offer anything that is not within your control, such as public appreciation.
- 14. GOOMALLING COMMUNITY BANK® BRANCH EMPLOYEE LINK:** If your organisation has any links to: Goomalling Community Bank® Branch employees or Directors of the Board please list those names here. If your organisation has no link to: Goomalling Community Bank® Branch employees or Directors of the Board this will not influence whether your submission is successful or not. However, if you can identify any links it will be handy when we are attempting to identify a : Goomalling Community Bank® Branch representative if your sponsorship is successful.
- 16. DECLARATIONS:** Please read this commitment carefully. The person identified at Point 5 is responsible for this sponsorship and the agreement it relates to, and must sign this application before a cheque can be raised. The applicant must accept responsibility for recognition elements and for reporting back to: Goomalling Community Bank® Branch on the sponsored project and its outcomes. In some cases, independent auditors will need to check the final use of the funds and whether or not the applicant has fulfilled the recognition elements agreed.
Finally - please do not decide to withdraw your approach if you think you cannot satisfy any of the above requirements. None of these factors are absolute, other than the declaration. The information simply helps: Goomalling Community Bank® Branch to make more efficient decisions on appropriate community sponsorships.