



APPLICATION

All items must be completed

GENERAL INFORMATION:

1. Name of Organization:

2. Person to contact:

3. Title:

4. Current address:

5. City:

6. State:

7. ZIP Code:

8. Phone:

9. Cellular:

10. Fax:

11. Email:

12. Web Site: www.

13. How long has your organization existed?

EVENT INFORMATION:

14. Event Name:

15. Proposed date: / /

16. Proposed starting time:
Proposed ending time:

17. Proposed venue (Location):

18. What is the purpose of event?

Performance/Concert Exhibit Festival/Fair Film workshop

Other (describe)

19. Detailed description of artistic / cultural content of event: (Attach additional document if needed)

20. Type of audience: (Check all that apply) Children Family Adults

21. Anticipated audience:

1 to 50 51 to 100 101 to 300 301 to 500 501 to 1000

1001 to 2000 2001 to 3000 above 3000

22. Is this a For-profit event Fundraiser Free to the public Charity non-profit

Which organization(s) will receive the funds and what is the anticipated net revenue to be donated?

23. Briefly describe your technical, personnel, and promotional requirements:

24. Please attach your written marketing plan. Done

25. Please attach a diagram of event layout. Done

26. Have you produced and or presented an event before? Yes No If so, provide details:

EVENT BUDGET:		
27. Anticipated income from:	<u>Ticket sales:</u>	
	<u>Grants/Scholarships:</u>	
	<u>Sponsorships:</u>	
	<u>Others:</u>	
		<u>TOTAL:</u>
28. Anticipated expenses:	<u>Artist fees:</u>	
	<u>Facility rental:</u>	
	<u>Equipment rental:</u>	
	<u>Technical/equipment expense:</u>	
	<u>Marketing:</u>	
	<u>Security:</u>	
	<u>Insurance:</u>	
	<u>Florida tax:</u>	
	<u>Admissions sales tax:</u>	
		<u>TOTAL:</u>
29. List your sponsors or partners in this event:		
30. If you have any additional information you would like to add in support of this request, please attach extra pages as needed.		
31. APPLICATION SUBMISSION IS 60 DAYS PRE-EVENT.		
32. Signature of applicant:	34. Date:	
33. Title:		
You may be asked for additional information by the Arts Council of Greater Weston Event Application Committee.		
Please return the completed application to: info@1weston.com or mail to: Arts Council of Greater Weston Event Application Committee P.O. Box 267085 Weston, FI 33326		