

Third Party Event Application

Name of Person/Organization Planning Event

Address

City, Province

Postal Code

Day Time Phone Number

Email Address

Name of Event

Contact Person for Event

Event Day Phone Number

Date of Event

Event Location/Address

How will you promote this event?

- Advertising
- Promotional Flyers
- Brochures
- Other _____

Who may attend this event? (public, invitation only, etc.)

Do you plan on using the Big Brothers Big Sisters of Winnipeg Logo?

- Yes
- No

Cost to attend the event?

\$_____ per ticket
\$_____ per table
\$_____ per person
\$_____ per team
\$_____ other

Total Expected Revenue? _____

Total Expected Expense? _____

Total Expected Donation for Big Brothers Big Sisters of Winnipeg? _____

Will the event be sponsored by another Organization?

- Yes
- No

Please attach a copy of the budget for the event.

If yes, please attach a complete list with sponsorship levels and company names.

Please describe the event: (if you need more room please attach another piece of paper)

Once complete please submit applications to:
Big Brothers Big Sisters of Winnipeg
765 Portage Avenue
Winnipeg, MB R3G 0N2
or fax (204) 988-9802
or email main@bigwinnipeg.com