Sponsorship Request Form

To request monetary or in-kind sponsorship or event participation, please complete this form and:

- Scan and email to: gronsdma@slhs.org or
- Mail to: St. Luke’s Community Relations, 190 E. Bannock St., Boise, ID 83712

Please allow 60 days between the date of your request and the date of your event. Attach any additional information regarding your request. If you have questions, please call 381-2398.

Please note: Organizations that receive St. Luke’s Community Health Improvement Fund (CHIF) grants are not eligible to apply for Sponsorships during the same calendar year.

Organization Name _____________________________________________________________

Your 501(c) (3) tax identification number ________________________________ (Please attach documentation if first-time request)

Organization Address ___________________________________ City, State, Zip _________________

Contact Person __________________________________ Title _________________________________

Phone __________________________ Email _____________________________________________

Event Information: If your sponsorship request involves an event, please provide:

Event Name ________________________________________________________________

Event Purpose __________________________________________________________________

Location ______________________________________________________________________

Event Date __________ Deadline (for printing programs, ads, etc.) ___________ Est. Attendance _________

What are you requesting from St. Luke’s?

____ Event Sponsorship  Amount: $ __________________________________________

If varying sponsorship levels are available, please attach details.

Are you requesting St. Luke’s participation?  ____ Staff  ____ Volunteer

____ Cash Donation  Amount: $ __________________________

____ In-Kind Contribution  Items/Services Requested __________________________

Quantity __________

____ Table Purchase at Event  Cost per Table: $ ____________________________  Seats per Table: __________

How will this sponsorship be acknowledged (website, social media, newsletters, flyers/posters, etc.)?

____________________________________________________________________________

____________________________________________________________________________

Signature (Handwritten) __________________________ Date ______________________

08/29/18