



## SPONSORSHIP APPLICATION

Thank you for considering Coast Central Credit Union as a sponsor for your organization.

*Please complete the entire application and send to the following:*

**Marketing Department, Coast Central Credit Union, 2650 Harrison Ave. Eureka, CA 95501**

Or

**marketing@coastccu.org**

Contact Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Ext. \_\_\_\_\_

Contact Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Event/Project Name: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Organization Tax ID: \_\_\_\_\_

Primary Contact Number(s): \_\_\_\_\_

Check to be made payable to: \_\_\_\_\_

Amount Requested: \$ \_\_\_\_\_ Date Needed: \_\_\_\_\_

*Amounts generally range from \$0-\$3,000*

Donation Item Requested: \_\_\_\_\_ Date Needed: \_\_\_\_\_

*If applicable*

Would you like to:  pick up the check/donation in person, or  have it mailed/delivered?

**Please describe the event/project and how the sponsorship will be used:**

**Please explain how your project/event will benefit our community:**

**Please attach possible sponsorship levels and any additional information regarding the project/event.**

# SPONSORSHIP GUIDELINES

On behalf of our members, Coast Central Credit Union has committed to \$134,000 this year to assist a variety of community groups and organizations in their efforts to improve the quality of life in Humboldt, Del Norte, and Trinity Counties. **Due to processing time, sponsorship requests need to be submitted three full weeks prior to the date the funds are needed in hand.**

Groups or Organizations applying for sponsorship must:

- Be non-profit and able to demonstrate community support and involvement
- Be based within our field of membership and benefit those within our field of membership
- Be able to describe how the money will be spent

We encourage acknowledgement of the credit union's contributions i.e.: placement of the credit union logo or name on promotional materials or event signs, programs, etc.

**Exclusions – The following may not be eligible for sponsorship:**

- Individuals
- In general, K – 12 education
- Organizations, projects, events and other activities occurring outside of our field of membership
- Travel or travel-related expenses
- Political, religious or controversial issue activities
- Organizations or programs eligible for State or Federal funding
- Professional fundraisers working on behalf of an organization
- Generic requests that may have been sent to various organizations – the 'To whom it may concern' letter
- Endowments

In special circumstances the credit union's Vice President, Marketing can waive any, or all, of the above requirements in the best interests of the parties involved.