



# Citizens Going Forward SPONSORSHIP COMMITMENT FORM

Program/Event: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Name \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email Address \_\_\_\_\_

Website/Social Media \_\_\_\_\_

Name as you would like it to appear in all sponsorship listings: \_\_\_\_\_

## Sponsorship Options

### Option 1: Levels

**\$150 - \$249 : Supporting Sponsor (Bronze Level)**

*All sponsors within this level will have their name and/or logo displayed on Event Entrance Sponsorship Banner only. Also Sponsor recognition in announcements.*

**\$250 - \$499 : Contributing Sponsor (Silver Level)**

*In addition to Supporting Sponsor level, sponsors choosing this level receive :*

- Their name and/or logo displayed on Entrance & Stage area/platform Banners*
- Their own personalized banner (supplied by sponsor) displayed on-site*
- Thank You/Promotional messages on our PA system and CGF Social Media Platforms*

**\$500 – \$999 : Premier Sponsor (Gold Level)**

*In addition to Contributing Sponsor level, sponsors choosing this level receive :*

- Their name and/or logo displayed on Entrance, Stage Banners other advertising vehicles located strategically around the event site*
- Citizens Going Forward Merchandise*
- Up to 5 personalized banners displayed on-site (supplied by sponsor)*
- Personalized Thank you/Promotional Messages on our PA system, CGF Social Media Platforms and print materials*

**\$1,000 (or more) : Partnering Sponsor (Platinum Level)**

*In addition to Premier Sponsor level, sponsors choosing this level receive :*

- On stage Personalized Plaque/Award Recognition & Presentation to Sponsor/Company Representative*
- Up to 10 personalized banners displayed on-site, including Stage area/platform (supplied by sponsor)*
- Distribution of Sponsor/Company literature, such as business cards, brochures, promotional items, etc (supplied by sponsor) at Organization Table/Booth & On-site*
- Targeted and Customized Promotions on Website & Social Media Platforms*
- Name and/or logo to appear on Event print material such as flyers, posters, brochures, postcards, etc.*

### Option 2

#### ADDITIONAL SPONSORSHIP OPTIONS: *General Contributor*

Please accept my general donation of \$ \_\_\_\_\_ in support of your organization. No additional acknowledgement necessary.

Other In-kind Donation (specify value and describe donation; ie., charitable gifts/products/time/services)

## Payment Options [Please Select only one:]

### Option 1

**FULL PAYMENT:** Full payment must be remitted with your sponsorship commitment form.

**Payment by check.** Make checks payable to **Citizens Going Forward, Inc** and enclose with your commitment form. Mail to: Citizens Going Forward, 746 Trumbull Street, Elizabeth, NJ 07201.

**Payment by credit card.** All Credit Card payments can be processed by going to the “Donations” page of the **Citizens Going Forward, Inc** website - [www.citizensgoingforward.com](http://www.citizensgoingforward.com).

### Option 2

**COMMITMENT PLEDGE:** Full payment, if not included with your sponsorship commitment form, must be remitted no later than **7 (seven) days** [or your sponsorship application may be subject to forfeiture and/or a **5%** late fee will be assessed]. Please check the box indicating your method of payment.

**Payment by check.** Make checks payable to **Citizens Going Forward, Inc.**, and enclose with your commitment form. Mail to: Citizens Going Forward, Inc., 746 Trumbull Street, Elizabeth, NJ 07201.

**Payment by credit card.** All Credit Card payments can be processed by going to the “Donations” page of the [www.citizensgoingforward.com](http://www.citizensgoingforward.com) website.

**Payment by invoice.** I wish to pay later. Please send me an invoice to the home/email (circle) address provided above.

**Citizens Going Forward, Inc.** is a nonprofit, tax-exempt 501(c)(3) corporation. Donations are tax-deductible where allowed by law. Please consult your tax professional.

**CANCELLATION/REFUND POLICY:** Any sponsorship commitment canceled after **14 (fourteen) days** of submission will be subject to a cancellation fee of **5 %** of the total sponsorship amount. No refunds will be made after **30 (thirty) days**. All cancellations must be submitted in writing to **Citizens Going Forward, Inc.**, 746 Trumbull Street, Elizabeth, NJ 07201

**LOGO SUBMISSION (Optional):** After you receive confirmation of acceptance of your sponsorship commitment, please email your logo to [citizensgoingforward@gmail.com](mailto:citizensgoingforward@gmail.com) as a .PNG/.TIFF/.SVG file (in full color and/or black & white as you would like it to appear, no modifications will be made) with a minimum resolution of **200** dots per inch (DPI). **To be included in on-site promotional materials, we must receive your logo submission at least 30 days prior to event selected**

**BANNER, PRODUCT MATERIAL & LITERATURE SUBMISSION (Optional):** After you receive confirmation of acceptance of your sponsorship commitment, please mail your banner(s) to **Citizens Going Forward, Inc.**, 746 Trumbull Street, Elizabeth, NJ 07201. Banners may also be picked up or dropped off at a pre-designated location agreed upon by both parties. **We must receive your banner(s) at least 14 (fourteen) days prior to event selected.**

**\*\*\* Submitted Logos/Banners/Product Materials/Literature may not be lewd, offensive or pornographic in nature – They will NOT be displayed or distributed at the event !!!!! \*\*\***

**AUTHORIZATION: By signing below, I confirm that I am duly authorized to enter into this commitment to sponsor this EVENT. I agree that upon your acceptance of this sponsorship commitment form I am subject to the cancellation/refund policy, and that this will become a binding contract for the sponsorship amount indicated.**

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Signature

ACCEPTED BY: *(office use only)*

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Name (please print)

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Signature

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Title (please print)

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Name and Title

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Date

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Date Received