

This Information to be completed by CAPC:
Date Received _____
Date Approved for processing _____
Date of Notification if incomplete _____
Date of Final Notification _____

**EUREKA SPRINGS
CITY ADVERTISING & PROMOTION COMMISSION
FUNDING SUPPORT REQUEST APPLICATION FOR
PRIVATELY ATTENDED CONVENTIONS/MEETINGS
AND PUBLIC EVENTS**

Name of Organization _____

Contact Person _____

Address _____

City/State/Zip _____

Work Phone _____ Home Phone _____

Cell Phone _____

Alternate Contact Person _____

Telephone Numbers for Alternate _____

Is this a non-profit organization? _____ Non-profit tax ID # _____

GROUP HISTORY

Number of Years in Existence _____ Number of total lodging place room nights
anticipated _____ Number of total attendees anticipated _____ Number of total lodging
place nights generated in each of the past two years _____ _____ Number of total
attendees in each of the past two years _____ _____ Location of event in each of the past
two years _____ _____

Goal(s)/History of Group _____

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FUNDING SUPPORT REQUEST

Name of Event _____

Date(s) of Event _____ Admission Charge _____

Amount of Funds Requested _____

Proposed Use of Funds _____

Other information to support request _____

It is required that you attach a specific advertising budget by medium to this request. Detail of direct mailings is required.

FINANCIAL INFORMATION

First year events, please attach your projected event budget.

Cost for Event Last Year _____ Profit for Event Last Year _____

How was the profit used _____

What is the total budget amount for this year's event _____

How will the profit generated by this event be used this year _____

Request Submitted By _____

Date _____

THIS REQUEST WILL NOT BE CONSIDERED UNTIL ALL REQUESTED INFORMATION IS PROVIDED TO THE COMMISSION.

Applications should be submitted directly to: Eureka Springs CAPC
P O Box 522
Eureka Springs, AR 72632
Fax: 479-363-9380

Applications not accepted by e-mail.

For technical assistance or to discuss proposals contact: CAPC Executive Director at 479-253-7333.