



Town Sponsorship Request Form

CONTACT INFORMATION

Name _____

Organization _____

Address _____

City _____ State _____ Zip _____

Phone _____ E-mail _____

EVENT INFORMATION

Title of Event: _____

Type of Event: Government Individual Business Non-profit (Attach proof of status)

Purpose of Event _____

How does this event benefit all residents of the Town of Leland? _____

Requested Date(s) of Event _____ Approximate Guest Count _____

Event Start Time _____ Event End Time _____

Setup Start Time _____ Clean-up End Time _____

Are you interested in serving/selling Beer/Wine? _____

Do you plan on charging people for this event? If so, explain: _____

PUBLIC FACILITY SPACE(S) REQUESTED

Leland Cultural Arts Center

- Multipurpose Room
- Kitchen
- Hall Gallery
- Dressing Room(s)
- Classroom

- Studio

Leland Town Hall

- Cape Fear Training Room A&B
- Cape Fear Training Room A
- Cape Fear Training Room B

- Kitchen
- Lobby (1st Floor)
- Lobby (2nd Floor)

Leland Recreation Building

- Building
- Building w/Park Setup (limited)

Public Streets

- Parade
- Street Fair

Additional event information or questions:

Submit electronically to _____@townofleland.com

Submit by mail or in person to:

102 Town Hall Dr.

Leland, NC 28451

Please note that this is a request only. All sponsorships are at Town Council’s discretion and based on availability, feasibility, logistics and benefit to the Town. If your request is approved by the Town Council, you will need to coordinate with staff and complete the facility rental application.

For Town Use Only:

Request Approved: Yes ____ No ____ Date _____