



**Event Sponsor Form: 26<sup>th</sup> Annual Kachemak Bay Shorebird Festival  
May 10-13, 2018 in Homer, Alaska**

Please complete **both** sides of this form and return by **January 29<sup>th</sup>, 2018**

Mail to: Kachemak Bay Shorebird Festival, 95 Sterling Hwy, Homer, AK, 99603

Fax: (907) 235-7783 –or–

Complete & pay online at: [www.kachemakshorebird.org/supportforms/](http://www.kachemakshorebird.org/supportforms/)

**QUESTIONS? Contact Robbi Mixon at 235-6546 or kachemakshorebird@gmail.com**

Contact Name: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Business Name: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Fax #: \_\_\_\_\_

City and Zip: \_\_\_\_\_ E-mail: \_\_\_\_\_

Website: \_\_\_\_\_

**Sponsored Event:**  This is a two-sided form. *If you are interested in sponsoring an event at the Shorebird Festival, please complete the information on both sides. All other supporters, please complete this side only.*

**Financial Support:** \$ \_\_\_\_\_  
(please see attached Crane Club Sponsorship Form)

**Volunteer Time For:**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Data Entry         | <input type="checkbox"/> Event Refreshments | <input type="checkbox"/> Event Staffing      |
| <input type="checkbox"/> Festival Committee | <input type="checkbox"/> Mailings           | <input type="checkbox"/> Poster Distribution |
| <input type="checkbox"/> Registration Desk  | <input type="checkbox"/> Viewing Stations   | <input type="checkbox"/> Other, As Needed    |

**What days/times are you most interested in Volunteering:**

**Donated Services:**

- |   |   |
|---|---|
| <input type="checkbox"/> Accommodations | <input type="checkbox"/> Airfare/Rental Car |
| <input type="checkbox"/> Auction Items  | <input type="checkbox"/> Food               |
|   | <input type="checkbox"/> Other _____        |



## Event Sponsor Guidelines

Thank you for your interest in the 26<sup>th</sup> Annual Kachemak Bay Shorebird Festival. Please complete and return this form, a separate form for each event, along with your listing fee, to the Kachemak Bay Shorebird Festival by **January 29, 2018** to meet our printed program deadlines.

1.  **Shorebird Festival Event** *(An event that is directly related to bird/wildlife viewing, environmental education, OR an event you wish the festival to manage registration for)*

- ◆ Your event will be listed in the printed Festival program and on the Festival website.
- ◆ Registration for your event will be handled through the Festival registration process.
- ◆ A **prepaid listing fee** of \$50 per event for businesses and nonprofit organizations is required.
- ◆ The listing fee for nonprofit organizations that do not charge admission for their event is \$25.
- ◆ You may not list a minimum number of participants, but a maximum number is required.
- ◆ 15% of the net revenue will be retained by the Festival and 85% will be paid to the sponsor by May 31, 2018; (3.5% of total sales will be removed to cover credit card processing fees, prior to calculating net revenue). In the event of cancellation by sponsor for any reason, sponsor will be charged 10% of total refunds to cover credit card processing, administrative time, rebooking, etc.)

2.  **Other Things To Do in Homer** *(Any event not related to birding, wildlife viewing or environmental education)*

- ◆ Your event will be listed in the printed Festival program and on the Festival website.
- ◆ You are responsible for the registration process of your event, unless otherwise agreed upon.
- ◆ A **prepaid listing fee** of \$100 per event for businesses and \$50 for nonprofits is required.

3.  **Bird Feeder/Bird Housing** *(Let Birders know you support the Festival! List your dining or lodging options, with any birder-themed specials.*

- ◆ Your listing will appear in the printed Festival program and on the Festival website, in a special section
- ◆ Menu/Brochure distribution at Registration Headquarters
- ◆ A **prepaid listing fee** of \$100 per event for businesses

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Please provide the following information for your event, with as much detail as possible.

Event Name/Title: \_\_\_\_\_

Date(s): \_\_\_\_\_ Time(s): (start and end times) \_\_\_\_\_

Location: \_\_\_\_\_  
(Give detailed information including boat slip and ramp, house #, etc.)

Admission Fees: Adults \$ \_\_\_\_\_ ; Children (age \_\_\_\_\_ & under) \$ \_\_\_\_\_ ; No Fee \_\_\_\_\_

Max # of participants: \_\_\_\_\_ (there can be no minimum)

Description:  Same as last year OR  Please use the new description below or attached:

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**EVENT DESCRIPTION:**

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