

6485 Blanchar's Crossing

Windsor, WI 53598

608-223-3140

Fax: 608-846-5428

Discount Request/Sponsorship Form

Thank you for your interest in Event Essentials. All discount and sponsorship requests will be carefully considered; however, the following guidelines apply:

- Only donation requests submitted on this form will be considered. Please: No requests over the phone or in person!
- Consideration may be granted to organizations offering Event Essentials exposure at the event.
- Regular rental policies and rental contract terms apply as with all transactions, including deposits. A copy of the Frequently Asked Questions and Contract Terms is available upon request.
- Event Essentials accepts MC, VISA, American Express, and Discover. We do not accept checks within 2 weeks of the Out Date.
- Labor and delivery services are not eligible for discounts.

Organization Name _____ Date _____

Name & Nature of Event _____

Expected Attendance at the Event _____

Event Date, Time(s) & Location _____

What days will you be picking up & returning the equipment? _____

Contact _____ Phone # _____ Email _____

Equipment Requested (attach separate page, if needed) _____

Has EE supported the organization/event before, and when? _____

How will EE be recognized for its contribution? _____

Please complete this form and submit to Farrah@eventessentials.com or fax to 608-846-5428. A response can be expected within 2 weeks.

All requests will be evaluated in the context of cost, company image and priorities, geographic relevance to our market area, and equipment availability at the time the event is taking place.

Please note: Event Essentials receives a significant volume of requests and is unable to accommodate everyone, no matter how worthy the cause.