



Town of Kiawah Cultural Events Application



The Cultural Events Fund (CEF) is to be used to build tourism and, therefore, economic development through the presentation of cultural events and activities for tourists. The CEF will contribute to the cultural reputation of Kiawah Island while providing tourists and residents artistic opportunities without leaving the Town of Kiawah. The Town recognizes that arts and cultural events are essential elements in the character and quality of life in the vibrant community of Kiawah Island.

Application Posted: January 4, 2017 by 12:00 noon.

Application Submission Deadline: February 3, 2017 at 12:00 noon.

Please provide CDs, DVDs, YouTube web addresses, website address for committee review.

Application Selection: February 16, 2017 at 9:00 a.m. at Town Hall. Applicant's presence not required.

Mail Completed Application To: **Town of Kiawah Island
Attn: Stephanie Braswell Edgerton
21 Beachwalker Drive
Kiawah Island, SC 29455**

Date of application: _____ Amount of request: _____

Name of Event: _____

Name of Organization: _____

Address: _____

Name and position of person submitting request: _____

E-mail address: _____ Telephone# _____

Applicant Category: Government Agency Private Business Other _____ (Please Specify)

Please check which tax status applies to your organization:

Not-For-Profit as registered with the Secretary of State of South Carolina

Date of Incorporation _____ Charter# _____

Federal Exempt under IRS Code 501(c) 3, 4, 5k, 6, 7, 10

Date of IRS Tax Exempt Determination

Letter (Please Attach) _____

Federal Employee Identification Number (FEIN) _____ (Required)

NAME OF EVENT: _____

Preferred Date(s) of event:

Briefly describe your event stating the nature of the performance and number of performers:

Describe how you would promote your event that will enhance the visitor and tourist trade on Kiawah Island. (i.e. websites, radio, magazines, mailings, visitor's guide, etc and if the circulation audience is regional, national, and/or international)

Total estimated attendance: (TBD by selection of venue) _____

Describe from where you would expect the audience to be attracted by this event. (i.e. regional, states, international, etc)

If requesting funding for marketing promotions, what is the medium, target audience for the promotional package and estimated number of readers?

What will it cost to execute this project and what amount is being requested? Provide detailed budget of expenditures and list other sources of funding if applicable. (Including amounts funded from other ATAX sources or organizations)

Is Town support required? If so, describe requirements expected including personnel (i.e. Sheriffs Deputies, Code Enforcement Officers) and the estimated cost of such activities.

Is Kiawah Island Community Association (KICA) support required (i.e. Security)?

If Town or KICA support is required, are the costs included in this Cultural Events request?

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If the Town provides funds, I agree to provide if asked within sixty (60) days of the event/activity completion, a full written account of the income (e.g. SATAX funds, registration fees, other income sources, etc.) and expenditures associated with the said event/activity, together with an assessment of the value of the expenditure in promoting tourism. An Event Assessment Form may be sent to your organization if CEF funding is approved for your event/activity.

If the Town provides funds, I agree to allow a representative of the Town and/or its appointed representative examine the financial records of my organization insofar as they pertain to this event/activity.

I hereby declare that this organization carries liability insurance in the amount of \$ 1,000,000 and agree to include the Town of Kiawah Island as a named insured for purposes of this event/activity.

This organization assumes full legal responsibility for any suit or action at law or equity, and any or all claims arising from this project/activity, and do hereby indemnify and hold harmless the Town of Kiawah Island and its Accommodations Tax Committee from any liability in any action at law or equity associated with its support for this project/activity.

Tourism Related Expenditures Category: Performance and/or promotion of the Arts and Cultural Events.

Signature

Title

Organization

Date