



TAKLA NATION

HEALTH ■ PROSPERITY ■ TRADITION

Takla Nation Sponsorship for Arts, Culture, and Sports Recreation Application Form

Date Received:

By:

PLEASE COMPLETE ENTIRE APPLICATION. INCOMPLETE APPLICATIONS WILL BE RETURNED TO APPLICANT AND A DELAY IN APPLICATION PROCESS WILL OCCUR

Applicant Information

Applicant Name: _____

Age: _____

Status Number: _____ Verified By: _____

Parent/Legal Guardian Name (if applying for a youth): _____

Address: _____

Phone Number: _____ Email: _____

Recreation Program Category: Arts Culture Sports (Please tick one)

Recreation Program name: _____

Location of event or program: _____

Date of the Program: Start Date: _____ End Date: _____

Has applicant been approved for sponsorship before? If yes, date and year: _____

Name and address of the team or organization for cheque to be made payable to:
(must provide or application cannot be processed)

Organization/team name: _____

Mailing address: _____

Sponsorship amount requested (Cost Breakdown)

Registration/ Entry fees: _____

Travel costs: Accommodation _____ Meals _____ Gas/Mileage _____

Other costs (Please specify): _____

Other Sources of funding: Yes No (Please tick one)

Declaration

I confirm that the information provided by me in this application is true and complete.

If legal guardian of a youth under 19, I confirm that I have the legal custody of the youth subject of this application.

I agree to provide the Chief’s Office a written summary of my sponsorship experience within 30 days of the completion of the program.

I give Takla Nation permission to release pictures and videos of my sponsorship experience on social media platforms such as Takla Nation Facebook page and Instagram page.

Name: _____

Signature: _____

Date: _____

Application Process

1. Individual members and parent(s) or legal guardian of youth should submit a sponsorship application form to the Finance Office for the amount requested with a breakdown of costs and a letter from the organization that confirms the participation of the member in the recreation activity. Members are required to submit the application form at least **2 weeks** prior to the start of the activity or fee due date for which the sponsorship is requested. Late requests may result in delayed actions. If members have been approved for sponsorship before, they should indicate that in the application form.
2. Requests will be reviewed in a timely manner by the Finance Office. The Finance Office will verify the information provided by members or groups and may request additional supporting documents. The Finance Office will approve sponsorship requests or applications in most cases. For exceptions, the Chief's Office will make the final decision.
3. Sponsorship recipients will be notified within **5 business days** of approval. If approved, the sponsorship amount will be provided in accordance with the Nation's credit card or cheque processing procedures. If sponsorship request is declined, members or groups will be notified as soon as possible stating the reasons for declining the request.
4. Sponsorship recipients will be asked to submit a written summary of their experience to the Chief's Office either by regular mail or e-mail within **30 days** of the completion of the program. The written summary may include pictures and videos if the recipient chooses to do so. Send summary to Chief's Executive and Political Assistant e-mail: eachief@taklafn.ca

Chief's Office: Takla Landing and Prince George

Takla Landing Office Address

Takla Band Office
Takla Landing BC
VOJ 2T0

Prince George Office Address

Unit 401- 1777 3rd Avenue
Prince George BC
V2L 3G7