



Non-Profit Sponsor Application

Mission of Parties in the Park, Inc. ~ To create a sense of community and appreciation for Muskegon’s Downtown through a family oriented social event. Sponsored by a variety of Muskegon County 501 C not-for-profit groups, the proceeds from the Parties either make physical enhancements or quality of life improvements for the whole community.

To be considered as a sponsor group for a future Party in the Park, the following information must be submitted to the Parties in the Park, Inc. P.O. Box 1461, Muskegon, MI 49443.

Enclose the following items AND completed form with a POSTMARK of (no later than) 12-01-11.

***** DO NOT HAND DELIVER YOUR APPLICATION *****

- ✓ Roster of your Board of Directors
- ✓ Proof of 501 (C) not-for-profit status. This is your determination letter from the IRS.
- ✓ Non-refundable filing fee of \$50.00. Please make check payable to Parties in the Park, Inc.

Contact Person: _____ Title: _____

Agency/Organization: _____

Agency Address: _____ Agency Website: _____

Telephone: _____ Email: _____

Mission of your organization: _____

Intended use of funds raised from the Party (Please be specific. See guidelines below.): _____

Number of active volunteers in your group: _____

Without appealing to the general public, how many volunteers can your group’s membership recruit to work a Party in the Park? (Please consider spouses and family members here.): _____

Does your group have the assets to cover a loss of at least \$5,000 due to bad weather?: _____

Has your group sponsored a Party in the Park before? If yes*, when (only most recent date)?: _____

**If yes, please include a copy of the financial statement from your most recent Party in the Park and a written description of how the funds were used.*

Parties in the Park, Inc. will send applications to all groups who request one, however, applicants should note that fraternal organizations, churches, schools (or their affiliates), labor or businesses groups, and out of county groups are not eligible for Party sponsorship. Funds raised from a Party must be used for human service programs that are open to all members of Muskegon County or for physical enhancements that benefit the community as a whole. Proceeds must not be used for ongoing operational expenses such as salaries, fringe benefits, or equipment costs.

***** Please keep a copy of this completed form for your records. *****