



Request for support from Merimbula Chamber of Commerce

The chamber receives numerous requests for support and we need to ensure that we treat all requests equitably so we ask that you submit your request below for consideration.

Support of any activity should firstly align with the Chambers Objectives which you can see here <https://www.ourmerimbula.com.au/about-2/>

Are you currently a member of the Chamber?

[You can join here:](#)

Organisation/Company Name:

NFP or For Profit Organisation:

ABN:

Contact Name:

Phone Number:

Email address:

Tell us about the event or activity you are requesting support for.

What sort of support are you requesting

- Letter of support
- Marketing/Promotional Support
- Donation or Sponsorship
- Auspice funding for project

Any organisation may only make one request for a donation or support in a financial year.

For a donation or support up to \$1000 please provide a detailed description of what the funds will be spent on, and how you believe the funds will help deliver on the Chambers Objectives.

(cnt'd)



For a Donation or Sponsorship over \$1000 you will need demonstrate you will access at least a similar amount of funding elsewhere (dollar for dollar) and provide a full budget of your activity.

If you would like the Chamber to help source and Auspice funding for project you will need to provide a detailed description of your project. Please note this is a complex procedure and you will be required to be heavily involved in the process. Steps include

1. Researching to see if there is suitable funding available
2. Writing grant applications
3. Managing funding, reporting and acquittals,

Whilst the chamber can provide some support and resources this is a HANDS ON process for your organisation.

All requests are subject to fulfilling the above conditions, as well as

- ✓ Meeting the Chamber Objectives
- ✓ Ensuring you fulfil any other legal and financial obligations
- ✓ Have appropriate insurances
- ✓ Act ethically towards others
- ✓ Respect the environment and the community
- ✓ Provide any extra information requested

Requests will be considered at monthly committee meetings. Please allow time for a response.