

Event / Sponsorship / Donation Request Guidelines

Sumner Bank & Trust is committed to supporting our community. We support our community in many ways, including sponsoring events that make Sumner County a great place to live, and providing volunteer and financial support to organizations that focus on providing resources to improve lives -- and the quality of life -- in our area. To help us fairly evaluate your request and to ensure we are making the most positive impact with our support, we ask that you complete this form using the following guidelines:

1. Complete the Sumner Bank & Trust Event/Sponsorship/Donation Request Form. If you need more space, please attach additional information on your organization's letterhead.
2. Your organization must be a nonprofit, however you do not have to have 501(c)(3) status. Applications must include your Federal Tax ID number, and attach a copy of your organization's federally issued letter certifying non-profit 501(c) 3 status (if applicable).
3. Submit the application at least six (6) weeks prior to the date the sponsorship is needed.
4. Submit your application by email to sponsorships@sumnerbank.com or mail to: Marketing Department, Sumner Bank & Trust, POB 729, 780 Browns Lane, Gallatin, TN 37066. You may also drop it off at any branch location to be forwarded to the marketing department.

Priority is given to organizations that serve Sumner County and, where possible, Sumner Bank & Trust has category exclusivity. Please note that we do not donate to political organizations, churches or religious groups, or organizations that discriminate. We also do not donate to individuals, or to fund trips, tours or endowments.

Submitting an application does not guarantee a donation or sponsorship. Prior support from Sumner Bank & Trust does not guarantee future support at the same or any level. All completed applications are reviewed and evaluated; incomplete applications may be automatically declined. If we are interested in and able to support your request, we will contact you within 30 days. Due to the volume of requests, we are unable to respond to all requests.

We do request follow-up reporting on the event or donation, including how Sumner Bank & Trust was presented as a sponsor or supporter, event attendance, etc. Organizations that do not provide this information upon request may not be considered for additional requests.

**Indicates required field. Incomplete applications may be automatically declined.*

Application Date*

Event (if applicable)

Event Date (if applicable)

Organization / Event Info

Organization / Event Name*

Organization / Event Website*

Contact Info

First Name*

Last Name*

Phone*

Email*

Street Address*

City*

State*

ZIP*

About

Type of Organization* (charitable, school, sports league, etc.)

Community Impact* (community served, numbers assisted, etc.)

Please describe the purpose of the event or organization*

If a donation request, please describe how a donation from Sumner Bank & Trust will benefit the organization and support its mission:

Has this event / organization received donations from Sumner Bank & Trust before?* Yes No

If yes, please provide details:

Date Amount or in-kind donation (goodie bag items, giveaway, etc.)

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Are you (organization or representative) a customer or shareholder of SB&T?* Yes No

Is a Sumner Bank & Trust associate involved with this organization or event?* Yes No

If yes, please include name and how they are involved.

Will there be an opportunity for Sumner Bank & Trust employees to be onsite Yes No

or participate? If yes, how so?

What type of recognition (signage, program mention, etc.) will Sumner Bank & Trust receive from this sponsorship / event?*

How and when will proof of sponsorship and event follow-up be reported back to Sumner Bank & Trust?*

Authorization

The undersigned certifies that they are authorized to represent the organization applying for a contribution and that the information contained in this application is accurate. The undersigned agrees that if a contribution is awarded to the organization: (1) the contribution will be used for the purpose intended and may not be expended for any other purpose without prior written approval from Sumner Bank & Trust, (2) Sumner Bank & Trust has received nothing of material value, aside from noted sponsorship benefits, in exchange for the contribution. Additionally, the signee certifies that the request follows the guidelines set forth in the application, and is apolitical and non-religious in nature.

Signature:

Date:

Please submit completed application six weeks prior to your event to:

sponsorships@sumnerbank.com, or:

Marketing Department, Sumner Bank & Trust, P.O. Box 729, 780 Browns Lane, Gallatin, TN 37066

Submitting an application does not guarantee a sponsorship or donation. Applications will be evaluated by bank management. We will follow up with you if we are able to sponsor your event or contribute to your organization. Due to the large volume of requests, we are unable to respond to all requests.