



Sponsorship Request Form

OrthoCincy Orthopaedics & Sports Medicine is committed to supporting community activities in the areas of health and wellness, team sports, and civic engagement. We value our community and work every day to make a difference in people's lives and fulfill our mission to provide top-quality orthopaedic and sports medicine care.

If you are seeking a partnership or sponsorship from OrthoCincy, please fill out the following form and submit it to Makayla Hayes, Marketing Specialist / Athletics Outreach Coordinator at mhayes@orthocincy.com or fax it to the attention of Makayla Hayes at 859-817-4272.

Name of event/organization: _____

Location:
(include address if applicable) _____

Date: _____ Time: _____

Audience size expected and/or attendance history: _____

Audience demographic (i.e. adults, business, community, families): _____

Benefactor of event: _____

Event history (if applicable): _____

Marketing objectives: _____

Event contact name: _____

Phone number: _____ Email: _____

Please describe what you are requesting from OrthoCincy:

(i.e. cash contribution, community talk, event sponsorship, promotional giveaways, etc.)

Sponsorship benefits provided to OrthoCincy (if applicable):

Will we be receiving tickets/table for the event? How many?

Will space be provided to us at the event? If so, will it be a booth, table and chairs?

Inclusion in advertising? (Please list specific advertising opportunities including number of impressions) (i.e. Ad in program? On site signage? PA announcements?)

Advertising specs & deadlines for submission? (file type, ad size, color/black & white, etc.)

Inclusion in direct mail or email blasts? (Please include frequency, demographic and nature of inclusion and information needed)

Website or social media exposure? (Please list traffic expectancy for the website and social media, as well as the nature of inclusion.)

Please list any other opportunities/benefits not mentioned.

Please attach any supporting material you feel would help us in our decision making process.

Submission Process: Please submit at least **60 days prior** to the publication of any marketing materials for the event and/or your sponsorship deadline. Any requests submitted less than 60 days prior to deadline, may not be considered.

Should OrthoCincy sponsor or partner with your event/organization the following guidelines will apply:

Logo/Name Usage: Our organization should always be referred to as “OrthoCincy Orthopaedics & Sports Medicine”. Only the official OrthoCincy logo should be used. To obtain the logo contact Makayla Hayes at mhayes@orthocincy.com.

The use of our logo must be approved in advance of printing any promotional materials. If possible, the two-color logo should be used. If not, we have single color logos available in black, white and blue. No other color should be used for the OrthoCincy logo.

Exclusivity: Depending on the level of sponsorship, OrthoCincy reserves the right to be the exclusive orthopaedic & sports medicine sponsor.