



Sundre Event Development Initiative Fund

Sundre Event Development Initiative Fund (SEDIF Grant)

POST EVENT REPORT

Now that your Event / Activity is complete, the SEDIF Committee requires a post event report to be completed and submitted. The SEDIF Committee and the Town Of Sundre may use this information for future evaluation of the SEDIF program.

Report Submission

Please fill out this form and attach any relevant information within 60 days of the last day of the Event / Activity. Reports can be submitted to the Town of Sundre Economic Development Officer in person, by mail, scanned and sent by email, or by fax.

To: Sundre Economic Development Initiative Fund
Town of Sundre
Attention: Economic Development Officer
717 Main Ave West
P.O. Box 420
Sundre, AB T0M 1X0

Fax: 403-638-2100

Email: jon.a@sundre.com

Any questions you may have about this fund can be directed to the Town of Sundre's Economic Development Officer by calling 403-638-3551.

Applicant Information

Name of Applicant / Organization: _____

Contact Person: _____ Phone #: _____

Mailing Address: _____

Email Address: _____

Amount of SEDIF Funding received: \$ _____

Name of Event / Activity: _____



Report Details

Please attach the following:

1. Summary of the Event / Activity (general overview, any challenges you faced, will you do it again, was it a success, etc.)
2. How did your Event / Activity generate positive economic activity within the Town of Sundre?
3. List any businesses/organizations that your group partnered with for this Event/Activity.
4. Attendee / Guest statistics
 - a. Provide the total number of attendees
 - b. Provide as much details as possible with regards to where attendees came from, including listing communities of origin if possible, and approximate number of attendees from each community of origin.
5. Explain how the funds were used and, if not used as anticipated, please explain why.
6. How did you acknowledge the Sundre Event Development Initiative Grant Contribution?
7. Provide as many examples of the event's advertising as possible.

Applicant Agreement

I declare that:

1. I am a duly authorized representative having legal and/or financial signing authority for the following organization: _____
2. The information contained herein to and/or attached to this Post Event Report form is true and accurate and endorsed by the above noted organization.

Signature

Print Name

Date