



## Newnan Cultural Arts Commission Event Proposal Form

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*The City of Newnan, through the Cultural Arts Commission, promotes arts in the community by recommending and developing activities and events relating to exhibition, performance, and instruction in the arts.*

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### **Criteria**

*Project must take place within the City of Newnan.*

*The project must primarily benefit City of Newnan residents.*

*The project must encourage artistic awareness, public participation and/or cultural arts appreciation.*

*The project must provide evidence of artistic merit.*

### **How to Submit**

*Submit the event proposal form, any support material, and a tech and/or hospitality rider if applicable to [msain@newnanga.gov](mailto:msain@newnanga.gov) and [newnancac@gmail.com](mailto:newnancac@gmail.com).*

*All submissions must be received by the application deadline of August 31st, 2024.*

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**Date:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Event Proposer Name:** \_\_\_\_\_

**Phone Number:** (\_\_\_\_\_) - \_\_\_\_ - \_\_\_\_\_

**E-Mail Address:** \_\_\_\_\_@\_\_\_\_\_

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**Proposed Project or Event Title:** \_\_\_\_\_

**Type of Cultural Art:**

<input type="checkbox"/>	Drama	<input type="checkbox"/>	Creative Writing
<input type="checkbox"/>	Music	<input type="checkbox"/>	Storytelling
<input type="checkbox"/>	Visual Art	<input type="checkbox"/>	Film
<input type="checkbox"/>	Dance	<input type="checkbox"/>	Other

**Proposed Date & Time:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

\_\_\_\_ : \_\_\_\_ am/pm - \_\_\_\_ : \_\_\_\_ am/pm

**Proposed Location:** \_\_\_\_\_

**Description of Event:**

**Objective of Event** (Please describe the anticipated cultural impact for City of Newnan residents including objectives and goals for the event. Attach additional documents if necessary):

**Target Audience** (Describe the target audience(s), how the proposed project or event will benefit that audience, how it will benefit the residents of Newnan):

**Will this event require a contract?**

YES

NO

**If yes, please list vendor:**

**Name:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Phone Number:** (\_\_\_\_) - \_\_\_\_ - \_\_\_\_\_

**E-Mail Address:** \_\_\_\_\_@\_\_\_\_\_

**Website (if applicable):** \_\_\_\_\_

**Event Budget Total:** \$\_\_\_\_\_.\_\_\_\_\_

*Applicant may attach breakdown if desired*

