



Sponsorship Guidelines

Every year Capital Chemist receives many requests for sponsorship support.

Please carefully consider the following sponsorship guidelines when preparing a proposal for Capital Chemist. Any event or activity considered for sponsorship must fit with the Capital Chemist professional corporate image and values.

Proposals will be considered on an individual basis taking into consideration the information required in these guidelines.

Please include the following information in a concise proposal:

- Cover letter containing overview of who, what, when, where
- ABN (if your organisation has one)
- Contact details
- Details about your organisation
- Goals and objectives for this event or activity
- What form of sponsorship you are requesting (cash, kind, appearance of Billie Bilby character)
- Benefits to Capital Chemist
- Planned promotional activity
- Access to rights - free images, logos, and content associated with the activity
- Other event/activity sponsors

How to submit your proposal:

Capital Chemist will consider written proposals only.

Proposals should be mailed to:

Marketing Manager,
Capital Chemist Group,
P.O. Box 4407
MANUKA ACT 2603

or emailed to: ps@capitalchemist.com.au

Capital Chemist will respond to your proposal within 4 weeks from the date of receipt.