

Application Guidelines

Applications should be sent by e mail to: [conferences@perimeterinstitute.ca](mailto:conferences@perimeterinstitute.ca)

**Offsite Event Sponsorship Request Form**

Name of Event:

Brief Summary of Event:

Start Date:

End Date:

Location:

Host Organization(s)

Institution

Website

Event Website:

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Names of Organizers (individuals and their affiliation):

First Name	Last Name	Affiliation	Email Address

Sponsorship Contact Person ( name, e-mail, address, phone):

Name	Email Address	Mailing Address	Phone Number

Short paragraph describing the event, written for an audience of non-experts:

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Scientific (or Outreach as applicable) Objectives of the Event:

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Number of Expected Attendees:

**Category**

**Number**

Speakers:

Registered Participants:

Students:

Total Number of Expected Attendees:

Intended Audience:

Amount of Sponsorship Requested:

When Funds are Required:

Additional Relevant Information:

Event Budget -expenses and revenues:

Revenues:

Other Sponsors:

Name of Institution	Amount of Sponsorship
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Registration Fees:

Expenses:

Item	Amount

**Note: Sponsorship funds donated by Perimeter Institute must go towards direct research expenditures relating to the event.**