

# THE DOWNTOWN BROOKLYN NEIGHBORHOOD ALLIANCE (DBNA)

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## EVENTS PROGRAM APPLICATION

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To reserve an Event Space at the Barclays Center, please complete this application and submit it to The Downtown Brooklyn Neighborhood Alliance (DBNA) by 5pm, June 15, 2014.

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### CONTACT INFORMATION

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NAME OF ORGANIZATION: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ CELL: \_\_\_\_\_

EMAIL: \_\_\_\_\_ FAX: \_\_\_\_\_

WEBSITE: \_\_\_\_\_

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### ORGANIZATION INFORMATION

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1. Does the organization have a 501(c) status?  Yes, FED ID# \_\_\_\_\_  No  
(Please attach a copy of your status.)

2. What is the mission of your organization? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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### PROPOSED EVENT INFORMATION

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1. Date of Event: \_\_\_\_\_

2. Start Time: \_\_\_\_\_

3. End Time: \_\_\_\_\_

4. Type of Event (e.g., receptions, concerts, job fairs, banquets, etc): \_\_\_\_\_

5. Do you have a preferred space you would like to request?

- Arena Bowl    Practice Court    Courtside Club Club    Restaurant (aka 40/40 CLUB)  
 Cushman & Wakefield Theater

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### PROPOSED EVENT INFORMATION (CONTINUED)

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**11. Is your event a fundraiser?**  Yes (Please list to whom will the funds go? What will the funds be used for?)  No

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**12. Does your organization have any previous experience with planning/executing events?**  Yes  No  
If yes, please provide information on the events, and attach any supplemental documentation (e.g., flyers, programs, press releases, etc.). \_\_\_\_\_

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**13. Will you be collaborating with any other organizations on this event?**  No  Yes (if so, please list all organizations, and attach the 501(c) status for each organization. )

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**14. Audio/Visual Needs:**  Projector  Screen  Microphone(s)  
 Other: \_\_\_\_\_

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I certify that the information here is complete and true to the best of my knowledge.

Date: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Print Name: \_\_\_\_\_

**Applications can be submitted via the following methods:**

Emailed to: [events@Thedbna.org](mailto:events@Thedbna.org)

Faxed to: 718 625-3410

Mailed or hand delivered to: Downtown Brooklyn Neighborhood Alliance  
415 Atlantic Avenue Brooklyn, New York 11217