



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## Proposal for Naming of Town Facility

The policies and procedures for the naming of a Town Facility are set forth in the Town of Simsbury Board of Selectmen Naming Rights Policy (the "Policy") which was adopted in 2013. Proposals for the naming of a Town Facility must be prepared in compliance with the Policy. Please complete the questions below and submit your proposal to the First Selectman. After an administrative review for the completeness of the proposal, your proposal will be forwarded to the Board of Selectmen for consideration in accordance with the terms and conditions of the Policy.

Please note that the naming of a Town Facility, other than a Town Facility occupied and/or used by the Board of Education, is at the sole discretion of the Board of Selectmen, is subject to the terms and conditions of the Policy and is conditioned upon execution of an Agreement between the Town of Simsbury and the person honored by the naming of the Town Facility (or his/her representatives). Proposals applicable to Town Facilities occupied and/or used by the Board of Education will be forwarded to the Board of Education for its consideration in accordance with its policies and procedures.

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1. Who is submitting the proposal?

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

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

e-mail: \_\_\_\_\_

2. What Town Facility do you wish to name? (See, Section B.1 of the Policy; Note that a monetary valuation of the naming rights may be required pursuant to Section B.4 of the Policy.)

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3. What name are you proposing for the Town Facility identified above?

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4. Are you the legal representative of the person/entity identified in answer to No. 3 above?

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5. If you are not the legal representative of the person/entity identified in answer to No. 3 above, do you have the informed written consent of the named party or the named party's legal representative? If the answer is "yes," please provide a copy of the consent with your Proposal.

6. Are you proposing naming rights "in consideration" or naming rights "in recognition?" (Please refer to Section A.1 and A.2 of the Policy.)

- a. **Naming Rights in Consideration:** If you are proposing "naming rights in consideration," please attach a statement (1) describing the nature of the proposed consideration (financial contribution, sponsorship, grant, in-kind contribution, etc.); and (2) explaining why you believe the Town Facility should be named for the person or entity identified in answer to No. 3 above.
- b. **Naming Rights in Recognition:** If you are proposing "naming rights in recognition," please attach a statement in support of your proposal which describes the nature of the significant contribution made by the individual or organization identified in answer to No. 3 above. (See, Section A.2 of the Policy: historical significance and/or outstanding service; career, professional achievements or distinguished service; financial or other contribution(s) to the Town made on a voluntary basis.)

7. What is the desired duration of the proposed Naming Rights?

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8. What is the desired display of the proposed Naming Rights?

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