



CALIFORNIA LATINO LEGISLATIVE CAUCUS

Sponsorship Request Form

All sponsorship requests must be submitted to the Chair of the Latino Caucus by completing this form and attaching all background material. You will be notified of the approval or denial of the sponsorship request when a decision has been reached by Caucus Leadership. Requests seeking financial support must be submitted by a Member of the Latino Caucus, not including the Chair.

Member Requesting: _____ **Staff Contact:** _____
Only required for requests seeking financial support Only required for requests seeking financial support

Organization: _____ **Date of Request:** _____

Purpose / Event: _____ **Time/Date of Event:** _____

Location of Event: _____ **Org. Contact:** _____

E-Mail Address: _____ **Phone:** _____

Mailing Address: _____ **City, State Zip:** _____

Support needed:

- Reserve a space for event/briefing
- Sponsorship In-Name Only
- Financial support*
- Other: _____ * If org. is a 501(c)(3), requires W-9 & Letter of determination

Please provide a one to two page summary to answer the following questions: What is the purpose of this event/briefing? Why is the event/briefing needed? Please provide any relevant background materials supporting the need for the event/briefing. What state agencies does this event/ briefing affect? Has a bill been introduced either this session or in a previous year? If yes, please identify the bill, the legislative session and its disposition. Has there been an interim hearing or report on the bill or on the topic? If yes, when? Please list the individuals you plan to have present.

FOR LATINO CAUCUS EXECUTIVE BOARD USE ONLY

APPROVED

DENIED

Notes: _____

Date of Approval/Denial: _____ **Date Contacted Org:** _____

Completed forms must be submitted to Armando Chavez via e-mail at Armando.Chavez@sen.ca.gov

If you have any questions, please contact Armando at (916) 651-1535.