



CITY OF TROY
DONATION / SPONSORSHIP RECOGNITION APPLICATION

The City of Troy Board of Park Commissioners (Board) and the City of Troy (City) are pleased to promote capital improvements to our Park system by welcoming donations and sponsorships. Recognition of sponsorships and donations shall be subject to the following conditions. The Board of Park Commissioners, the City of Troy, and its representatives reserve the right to amend these conditions or reject any application at any time.

Applicants shall choose to either:

- I) Make an undesignated donation for Troy Park system enhancement or future capital improvement projects and be appropriately recognized, or
- II) Solicit sponsorships for permanent amenities improvements or identified capital improvement projects per the following policy:
 1. All signage is subject to City of Troy Codes and shall be installed to City standards.
 2. Sponsorships shall be limited to a period of three years unless otherwise noted on the Sponsorship Options chart or with prior approval by the Board and the City.
 3. Sponsorship revenues shall be spent on permanent improvements and not operating costs of any organization.
 4. An organization shall not make a profit from a sponsorship; all net revenues shall accrue to the City.
 5. Old or damaged signage shall be disposed of/removed at the cost of the organization.
 6. Maintenance of the signage and sign area shall be the responsibility of the sponsor.
 7. All sponsorship agreements are considered draft until approved by the City Law Director and shall be signed by the Park Superintendent and Director of Public Service and Safety. No organization has legal standing to enter into any form of agreement or contract for installation of signage located on City property.
 8. All sponsorships shall be formally bid and evaluated according to City legal processes including, but not limited to, indemnification and insurance requirements.
 9. All signage and related improvements shall be formally recommended by the Board of Park Commissioners and approved by Troy City Council prior to any signage being installed.

10. All installation costs shall be borne by the organization and shall be subject to all permitting and other requirements.
11. Any signage or other improvements installed on City or Board property shall become the property of the City or Board. The City shall have total control over the disposition of the signage or related improvements.
12. City of Troy parks are open to persons of all ages. Therefore, advertising shall be suitable for the general public.
13. Sponsors shall be in good standing with local, state, and federal regulations, rules, and laws.
14. All signs shall be constructed of permanent materials as approved by City staff. No banners, flags, or temporary signs are permitted. All signs shall have the appearance of being professionally designed and constructed.
15. Sponsorship applications shall include the following required attachments:
 - Detailed description of proposed capital improvements project(s)
 - Scaled rendering of signage, including paint colors and code (RGB or CMYK), materials, and dimensions (length, width, height, total square feet)
 - Topographical / aerial map marking the location of the sign
 - Description of any utility work that may be required to install the sign
 - Description of any landscaping
 - Other information as required by City staff

By signing this application, I, the undersigned, acknowledge that I am authorized by the sponsoring organization to submit this application, and that this information is accurate to the best of my knowledge. I acknowledge that the City of Troy reserves the right to revoke the sponsorship agreement for any reason deemed necessary. I agree to conform to all applicable laws of the City.

SIGNATURE OF APPLICANT: _____

DATE: _____

Application should be submitted to jeremy.drake@troyohio.gov or mailed to 100 S. Market Street, Troy, Ohio, 45373, attn: Jeremy Drake.

OFFICE USE ONLY		
DATE FILED: _____	APPLICATION #: _____	DATE OF MEETING: _____

DONATION / SPONSORSHIP RECOGNITION APPLICATION INFORMATION

Please select one of the following options: Undesignated Donation Sponsorship

Requesting Donor or Sponsor: _____ Telephone: _____

Contact Name: _____ Telephone: _____

Email: _____ Website: _____

Address: _____

Fundraising Organization Name, if applicable: _____ Telephone: _____

Contact Name: _____ Telephone: _____

Email: _____ Website: _____

Address: _____

For Donations Only: While donations are intended to be undesignated, please indicate if you would prefer your donation be used for renovation of a specific park or park amenity:

For Sponsorships Only: Please describe your sponsorship recognition request and indicate if this request includes specific capital improvement project(s):

SPONSORSHIP RECOGNITION OPTIONS

Sponsorship Recognition	Parks Available	Maximum Size	Maximum Number of Signs	Requested Number of Signs	Sponsorship Years	Minimum Sponsorship Per Year \$	Total Sponsorship \$
Scoreboard Full Panel	<input type="checkbox"/> Duke (softball) (3 fields)	21" x 10'	3			\$5,000	
	<input type="checkbox"/> Duke (baseball) (1 field)	30" x 20'	1			\$10,000	
	<input type="checkbox"/> Trostel (1 field)	21" x 10'	1			\$5,000	
	<input type="checkbox"/> North Market Softball (1 field)	21" x 10'	1			\$5,000	
	<input type="checkbox"/> North Market Baseball (1 field / 1 available)	30" x 20'	2			\$10,000	
Scoreboard Half Panel	<input type="checkbox"/> Duke (softball) (3 fields)	21" x 5'	6			\$3,000	
	<input type="checkbox"/> Duke (baseball) (1 field)	30" x 10'	2			\$5,500	
	<input type="checkbox"/> Trostel (1 field)	21" x 5'	2			\$3,000	
	<input type="checkbox"/> North Market Softball (1 field)	21" x 5'	2			\$3,000	
	<input type="checkbox"/> North Market Baseball (1 field / 1 available)	30" x 10'	4			\$5,500	
Scoreboard Quarter Panel	<input type="checkbox"/> Duke (3 fields)	21" x 30"	12			\$2,000	
	<input type="checkbox"/> Duke (baseball) (1 field)	30" x 5'	4			\$3,000	
	<input type="checkbox"/> Trostel (1 field)	21" x 30"	4			\$2,000	
	<input type="checkbox"/> North Market Softball (1 field)	21" x 30"	4			\$2,000	
	<input type="checkbox"/> North Market Baseball (1 field / 1 available)	30" x 5'	8			\$3,000	
Plate on Backstop and Netting	<input type="checkbox"/> Archer (2 fields)	24" x 30"	1			\$1,500	
	<input type="checkbox"/> Boyer (1 field)	24" x 30"	1			\$1,500	
	<input type="checkbox"/> Duke (5 fields)	24" x 30"	5			\$1,500	
	<input type="checkbox"/> Heywood (2 fields)	24" x 30"	2			\$1,500	
	<input type="checkbox"/> Trostel (2 fields)	24" x 30"	2			\$1,500	
	<input type="checkbox"/> North Market Ballfields (2 fields)	24" x 30"	2			\$1,500	
Soccer Field Signpost	<input type="checkbox"/> Archer (5 fields)	24" x 30"	5			\$1,500	
	<input type="checkbox"/> Duke (9 fields)	24" x 30"	9			\$1,500	
Concession Stand Wall Sign	<input type="checkbox"/> Duke	18" x 18"	1			\$800	
	<input type="checkbox"/> North Market Ballfields	18" x 18"	1			\$800	
Plate on Pickleball Fencing	<input type="checkbox"/> Duke (2 courts)	24" x 30"	2			\$1,500	
Half Plate on Pickleball Fencing	<input type="checkbox"/> Duke (2 courts)	12" x 30"	4			\$800	
Plate on Tennis Court Fencing	<input type="checkbox"/> Community (2 courts)	24" x 30"	2			\$1,500	
Half Plate on Tennis Court Fencing	<input type="checkbox"/> Community (2 courts)	12" x 30"	4			\$800	
Disc Golf Tee	<input type="checkbox"/> Community	6" x 12"	9			\$500	
Plate on Half Pipe	<input type="checkbox"/> Joe Reardon Skate Park	18" x 18"	1			\$800	
Plate on Quarter Pipe	<input type="checkbox"/> Joe Reardon Skate Park	18" x 18"	1			\$800	
Trailhead Kiosk Plate	<input type="checkbox"/> Troy Mountain Bike Area (TMBA)	24" x 30"	1			\$1,500	
Half Trailhead Kiosk Plate	<input type="checkbox"/> Troy Mountain Bike Area (TMBA)	24" x 15"	2			\$1,000	