



**Geocaching Event Support Request Instructions:**

- All requests must be submitted at least **30** days prior to the date of the Event
- Event host/organizer/manager must be a member of [GeocacheAlaska! Inc.](http://www.geocachealaska.org) (Sourdough or Cheechako member)
- Event must fall within the Purpose of GeocacheAlaska! Inc. as found in our [By-Laws](#) (available on our website)
- Event support may include door prize donations, expense reimbursement, and/or IRS 501(c)(3) exemption letter
- Approval of any expense reimbursement will be dependent on submission of proper store receipts for qualified purchases

<h2 style="margin: 0;">EVENT SUPPORT REQUEST FORM</h2>		
<p><b>200 W. 34<sup>th</sup> Ave., PMB 314, Anchorage, AK 99503</b></p>		
REQUESTER'S FULL NAME & TITLE:	ORGANIZATION NAME (IF APPLICABLE):	
ALASKA MAILING ADDRESS, CITY & ZIP CODE:	PHONE:    RECEIVE TEXT MESSAGES? <input type="checkbox"/> YES <input type="checkbox"/> NO	
E-MAIL ADDRESS: (GEOCACHEALASKA! INC. WILL NEVER SHARE OR SELL YOUR E-MAIL ADDRESS.)		
EVENT ORGANIZER'S CURRENT MEMBERSHIP LEVEL: <input type="checkbox"/> SOURDOUGH <input type="checkbox"/> CHEECHAKO		
DESCRIPTION OF EVENT:		
DATE OF EVENT:	EVENT LOCATION:	
ANTICIPATED ATTENDANCE (APPROXIMATE):	% ADULTS:	% UNDER 18:
SPECIFIC SUPPORT REQUESTED FROM GEOCACHEALASKA! INC.:		

**GEOCACHEALASKA! INC. BOARD OF DIRECTORS EVALUATION OF THIS REQUEST**

<p><b>GEOCACHEALASKA! INC. NONPROFIT PURPOSE(S) FULFILLED BY THIS EVENT:</b></p>	
<input type="checkbox"/> PROMOTION OF GEOCACHING (PUBLIC/GROUPS)	<input type="checkbox"/> MEMBERSHIP SOCIAL EVENT
<input type="checkbox"/> ENVIRONMENTAL STEWARDSHIP (CITO)	<input type="checkbox"/> MEMBERSHIP EDUCATIONAL EVENT
<input type="checkbox"/> LAND MANAGER ADVOCACY	<input type="checkbox"/> OTHER:
RESOURCES & STAFF REQUIRED OF GEOCACHEALASKA! INC.:	
REVIEWED AND PROCESSED BY:	DATE:
REQUEST: <input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	<input type="checkbox"/> "BLING" SENT <input type="checkbox"/> REIMBURSEMENT SENT \$
ACTUAL ATTENDANCE:	ITEMS SENT: