

Grand d' Illinois Event Sponsorship Financial Support Policy

In order to reduce the financial burden of Grand d' Illinois Voiture Locales who volunteer to Sponsor Grand d' Illinois sanctioned events the following Policy shall be implemented by the Grand Voiture d' Illinois;

- Upon authorization of the Time and Place Committee or Grand Chef de Gare of an event's venue the Sponsor Voiture Locale shall submit a Voucher to the Grand Commissaire Intendant and the Grand Commissaire Intendant shall provide an advance of up to \$500 to the Voiture Locale sponsoring the Event.
 1. Within 30 days of the events conclusion the Voiture Local shall repay the advance to the Grand Voiture from the proceeds of the event if; The Voiture Locale has received proceeds from the event in excess of the cost incurred but in an amount less than the \$500 advanced, the Voiture Locale shall reimburse the Grand Voiture the amount in excess of the cost incurred.
 2. Where the Voiture Locale has received proceeds from the event in excess of the cost incurred and the \$500 advanced; the Voiture Locale shall reimburse the Grand Voiture the \$500 for advanced funds only.
 3. Where the Voiture Locale has received proceeds from the event that represent a loss not covered by the \$500 advance the Voiture Locale shall be reimbursed for the amount of the loss by the Grand Voiture.
- **ALL requests for reimbursement of losses must be accompanied by an Event ledger with accompanying receipts.** {sample of required Event ledger content is on following page}
- **Where major events are sponsored** with large venues and expected attendance like the Great Lakes Promenade the sponsoring Voiture Locale may be required to provide deposits or fees. In this case the Voiture Locale may request that the Grand Voiture [via the Budget ways and Means Committee Directeur] provide additional assistance in providing these deposits or fees. **Reimbursement shall be subject to the same requirements as cited for the originally authorized advance.**

Grand Chef de Gare

Date

Grand Correspondant

Date

***The attached "Grand Event Ledger" is an example only and the final content requirement must reflect the information required by the Grand Commissaire Intendant for the Grands accounting practices.**

