



City of Fort Pierce

100 North US Hwy 1
Fort Pierce FL 34950

Phone ■ 772.465.4170

Email ■ citymanager_dl@cityoffortpierce.com

Received

DEC 21 2023

Sponsorship/Donation Request Application

City of Fort Pierce
City Manager's Office

The City of Fort Pierce proudly supports our community and the organizations that improve it. Filling out this form will help us better understand your request, how well you meet the criteria and determine how best we can assist your organization.

Date:

ORGANIZATION INFORMATION		
Organization Name Zora Neale Hurston Florida Education Foundation		
Street Address 908 N. 9th Street		
City Ft Pierce	State FL	Zip 34950
Website Address zorafoundationmuseum.com		Phone Number (772) 332-7793
Tax ID # 27-3394116		Year Organization was Founded 2015
Organization Description The Zora Neale Hurston Florida Education Foundation will foster a welcoming and supportive environment for the community in which it serves. The foundation will exhibit, preserve, inspire, and cultivate the memory and work of Zora Neale Hurston and other legendary African Americans local and world renowned.		
Organization's Mission Statement (Please provide your organization's mission statement in 100 words or less) The Zora Neale Hurston Florida Education Foundation is committed to promoting and preserving the local legacy of the world-renowned author and anthropologist Zora Neale Hurston		
AUTHORIZED REPRESENTATIVE INFORMATION		
Authorized Representative's Name Marina Santos		
Representative's Email Address contactus@zorafoundationmuseum.com		Representative's Phone Number (772) 332-7793
ABOUT YOUR EVENT		
Official name of the event The Zora Experience Fest		
Date(s) of event March 29th & 30th 2024		Time(s) and duration of event 9-4 @day
Physical location of the event 809 N. 9th Street		
Is this a request for an event in the city limits of Fort Pierce or on city-owned property? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		



Sponsorship/Donation Request Application

Total expected attendance 150 - 300	Total event budget (Proposed budget must be submitted with this form) See Attached
---	--

Event Summary: (Briefly describe the event for which you are seeking funds)
The Zora Experience 2024 Festival
Food
Fun
Entertainment
Childrens Corner

How long has this event been in existence? (Please enter either NEW OR the number of years running if established)

ABOUT YOUR SPONSORSHIP REQUEST

What are you requesting? Check all that apply.
 Money **In-kind services** **Other**

Monetary amount requested
\$10,000

In-kind services requested
Security
stage
Porta Potty
Marketing
Tours

Are other organizations involved in this event? If yes, please list:
Treasure Coast International Film Festival

SUPPORTING DOCUMENTATION

Please provide the following supporting documentation:

- 1) Detailed description or flyer**
- 2) Form W-9 Request for Taxpayer Identification Number or Certification**
- 3) Proposed budget**

A sponsorship application is not complete unless it includes all of the documents listed above. Incomplete applications will be not considered.



Sponsorship/Donation Request Application

SUBMIT APPLICATION TO

Mail completed application to: City Manager's Office, 100 North US Hwy 1, Fort Pierce, FL 34950.

You can also send the completed application by email to: citymanager_dl@cityoffortpierce.com.

Please call 772-465-4170 if you have any questions.


Signature of Authorized Representative


Date

OGDEN UT 84201-0038

In reply refer to: 0152418919
Jan. 26, 2023 LTR 4168C 0
27-3394116 000000 00
00013417
BODC: TE

ZORA NEALE HURSTON FLORIDA
EDUCATION FOUNDATION
809 N 9TH ST
FORT PIERCE FL 34950

107514

Employer ID number: 27-3394116
Form 990 required: YES

Dear Taxpayer:

We're responding to your request dated Jan. 17, 2023, about your tax-exempt status.

We issued you a determination letter in MARCH 2016, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(03).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990-EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Thank you for your cooperation.



#N/A	\$20,000	Already paid	#REF!	Event Date	03/30
Total cost	\$18,440	Remaining to pay	#REF!	Days left	103
Still available	\$1,560	Used budget	92.2%		

Venue Accessories	0.0%		Actual	Difference	Already paid	Due
City Permits & Fees		\$100		\$100		
Equipment/Furnishing Rentals generator, portable toilets		\$1,500		\$1,500		
Stage		\$500		\$500		
Security		\$800		\$800		
Sanitation		\$140		\$140		
Trash receptacles & Portables						
Event Insurance		\$600		\$600		
Total:		\$3,540	\$0	\$3,640	\$0	\$0

Decorations	0.0%	Estimated	Actual	Difference	Already paid	Due
Miscellaneous decor		\$500		\$500		
Total:		\$500	\$0	\$500	\$0	\$0

Food/Beverage Hospitality	0.0%	Estimated	Actual	Difference	Already paid	Due
Food		\$1,500		\$1,500		
Beverage/ Coffee Cart		\$500		\$500		
Total:		\$2,000	\$0	\$2,000	\$0	\$0

Event Documentation	0.0%	Estimated	Actual	Difference	Already paid	Due
Photographer		\$1,000		\$1,000		
Total:		\$1,000	\$0	\$1,000	\$0	\$0

Entertainment	0.0%	Estimated	Actual	Difference	Already paid	Due
Event Planner		\$500		\$500		
Music/ DJ		\$400		\$400		
Local Performers		\$5,000		\$5,000		
Bounce House / Obstacle Course		\$1,500		\$1,500		
Gaming Truck Rentals		\$2,500		\$2,500		
Total:		\$9,900	\$0	\$9,400	\$0	\$0

Publicity	0.0%	Estimated	Actual	Difference	Already paid	Due
Website		\$500		\$500		
Radio advertising		\$700		\$700		
Total:		\$1,200	\$0	\$1,200	\$0	\$0

Miscellaneous	0.0%	Estimated	Actual	Difference	Already paid	Due
Miscellaneous		\$300		\$300		
Total:		\$300	\$0	\$300	\$0	\$0

The Zora

Experience

Fest
2024

Come join the fun

*Zora Experience
Tours*

*Author's
Corner*

Children's Corner



Car Show

March 29th and 30th 2024

Activities, food, vendors, and lots of fun!

www.zorafoundationmuseum.com
info@zorafoundationmuseum.com