

# SPONSOR A CLASS – APPLICATION FORM

## Sponsor information

Company name: \_\_\_\_\_  
Contact name: \_\_\_\_\_ (first) \_\_\_\_\_ (family)  
Address: \_\_\_\_\_  
\_\_\_\_\_  
City/Town: \_\_\_\_\_ Post Code: \_\_\_\_\_  
Tel No: \_\_\_\_\_  
Email: \_\_\_\_\_ Website: \_\_\_\_\_  
Name to appear on the certificate: \_\_\_\_\_

## Class to be Sponsored

### First Choice

Name of school: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
City/Town: \_\_\_\_\_ Post Code: \_\_\_\_\_  
Email: \_\_\_\_\_  
Class to sponsor: \_\_\_\_\_

### Second Choice

Name of school: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
City/Town: \_\_\_\_\_ Post Code: \_\_\_\_\_  
Email: \_\_\_\_\_  
Class to sponsor: \_\_\_\_\_

## Insert SAC Friend Name in full

NB. *If you wish to sponsor more than one class please email full details to [sacaf@sponsoraclass.co.uk](mailto:sacaf@sponsoraclass.co.uk)*

## Instructions

- A. Please complete your company or personal details using block capitals and black ink.
- B. Please complete the 1<sup>st</sup> and 2<sup>nd</sup> choice of class to sponsor using block capitals and black ink.
- C. a. Scan the completed form and email it to [sacaf@sponsoraclass.co.uk](mailto:sacaf@sponsoraclass.co.uk), or  
b. Fax the completed form to: 020 8458 0099.

## Action

01. When we receive the completed form we will contact the school(s) to check the class(s) has not been previously sponsored. If not available we will advise you and you will be able to make further choices.
02. If the 1<sup>st</sup> or 2<sup>nd</sup> choice is available we will remit a pro-forma invoice to you detailing the number of children in the class and the total value. Please sign and return this by mail along with a cheque (made payable to UK Euro Partner LLP), addressed to UK Euro Partner at Suite 14, 120 west Heath Road, London NW3 7TU.

## Follow up

- Upon receipt of funds we will despatch the Visibility Kits, this is normally done within 7-10 days. Included along with the package will be a note giving the contact details of the sponsor, should the class deem it polite to write 'thank you' notes.
- The sponsor and the school will be notified of the despatch of the kits by email.
- The sponsor will receive a Certificate of Sponsorship within 7-10 days. The sponsors details will then appear on the List of Sponsors within 21 days at [www.sponsoraclass.co.uk](http://www.sponsoraclass.co.uk)