



DeKalb Community Hospital
Stones River Hospital

In partnership with Saint Thomas Health

Marketing Request Form for Community Sponsorship

Please fill out the information below to request marketing funds for sponsorships, advertisements, events, silent auction items or other community opportunities. All requests will be reviewed and are subject to administration approval. We love to support our community. Funds are dispersed to organizations and events that help to fulfill the mission of our hospitals as an active leader in community involvement. Sponsorships are first come/first serve basis. You will receive an email confirmation within 7-14 days. **Please use the back of this form to write additional details or information.**
***** Email this completed form to: sburklow@dchtn.com OR FAX to: (615) 215-5600. --- Thank you!**

Name _____ Date _____

Email _____ Phone _____

Organization: _____

Address (must include for our records) _____

Event _____ Your Title _____

I am requesting the following marketing need for: Cannon Co. DeKalb Co. Both:

Sponsorship. (Please attach sponsorship form)

Advertising Opportunity. (Please attach information or invoice)

Silent Auction Item (Please provide information concerning delivery / pick-up details)

Community Event: () Monetary sponsor \$ _____.00 () Volunteer Needs () Help with promotion

Other. Explain: _____

Questions? Please contact Marketing Director Shan Burklow by email: sburklow@dchtn.com

FOR ADMINISTRATION USE ONLY Date ____/____/____

Marketing Department: Recommends Does not recommend Signature: _____

CEO / Administration: Approves Request Does not approve Signature: _____

Reason: _____

Please email this completed form to: sburklow@dchtn.com or FAX to (615) 215-5600
 Allow (2) weeks for approval/decline of your request. Thank you, Marketing Department