

# Community Bank Dandenong Ranges Group

Community Bank Upwey & District | Community Bank Emerald & District | Marysville Agency



## Sponsorship Application Form

Once completed please return to:

**Executive Officer**

**Community Bank Dandenong Ranges Group**

**30 Main Street, Upwey, VIC 3158**

**Email:** [admin@drcbg.com.au](mailto:admin@drcbg.com.au)

**Note:** Applications are considered bi-monthly and should be submitted in advance of the dates given to provide sufficient time for a report to be prepared. Meeting dates for 2024 are: 10 October, and 5 December.

1. Organisation/Group applying for sponsorship:

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2. Australian Business Number (ABN):

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3. Is your organisation a not for profit?                      YES                      NO

*(All applicants must be an appropriately incorporated body or auspiced by an incorporated body)*

4. Postal Address

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5. Contact Name and Position Held

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6. Email Address

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7. Phone No(s)

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8. What do you seek and what is it to be used for? *(Include **monetary amount** \$ and/or other assistance required)*

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9. Date of Event \_\_\_\_\_ (Date) or Annual/Season Sponsorship? \_\_\_\_\_

10. Are you seeking sponsorship from other sources?                      YES                      NO

11. If YES – Where from:

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**Note: Exclusivity Clause at the end of this document.**

12. Positive outcomes for **your organisation** from this sponsorship

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13. Positive outcomes for the **community**

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14. Positive outcomes for Community Bank Dandenong Ranges Group (How will you be able to recognise and promote this sponsorship)

- Relevant Community Bank Dandenong Ranges Group branch logo placement at event/program/activity
- Display sign and/or banner at sporting ground/club room
- Acknowledgment of sponsorship in your newsletter, Facebook, Instagram, website, or email correspondence?
- Acknowledgment of support on **our** Facebook page (Community Bank Dandenong Ranges Group)
- Do you require Community Bank Dandenong Ranges Group representatives to attend event/award function? (if yes, please provide details).

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Other ways your group will promote our Company/Community Bank Branch?

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15. Please indicate if your organisation banks with:

- Community Bank Upwey & District
- Community Bank Emerald & District
- Marysville agency

Groups applying for sponsorship must have **active accounts** with one of the above branches.

16. Number of members in your organisation/group \_\_\_\_\_

17. Please provide a list of your current committee members. We expect that many of them will have the majority of their personal or business banking arrangements with one of our branches in Upwey, Emerald, or Marysville

Your support of your Community Bank enables us to support your club or organisation. That's the key difference between us and other financial institutions or brokers.

Name	Position	Email and Mobile	Contact (yes/no)

18. **DECLARATIONS:** In making this application for sponsorship to Community Bank Dandenong Ranges Group I agree, as or on behalf of the applicant, that if the application is successful the funds requested will be used only for the purpose described and approved and if the funds are not so used they will be returned immediately to Community Bank Dandenong Ranges Group. I further agree that, as or on behalf of the applicant, I accept responsibility for ensuring that the recognition elements forming part of this agreement are achieved.

Date:

Signed:

Full Name: (Please print)

## GENERAL INFORMATION

Our Company is committed to our local communities. It is with great pleasure that we are able to assist local groups with sponsorship/grant funds. Upwey & District Community Bank Branch opened in 1998 and was the first urban Community Bank Branch to open in Australia and second Community Bank Company. Belgrave and Cockatoo-Gembrook branches opened in 2005, followed by Marysville agency in 2010. In September 2024 Cockatoo-Gembrook branch was relocated to Emerald and the Belgrave branch was merged with Upwey. Since inception, our company has given over **\$6.8 Million** back into the community by way of our community grants, scholarship, sponsorships, dividends and commitments to major projects.

To enable us to help our communities, we need the support of individuals and businesses within our business catchment – **they do their banking with us and we contribute back into their community**. Your organisation is able to assist us in “growing our business” to ensure our continued support of local groups and organisations.

What **YOU** can do to help us:

- Advertise our community bank in your newsletter/fixture or handouts.
- Place a sign or banner at your sporting ground/club rooms.
- Tell friends and colleagues of the community benefits of banking with us.
- Like and interact with us on our social media profiles (Facebook and Instagram)

**In accepting sponsorship support from us, we trust that you are willing to help promote our community bank in these very simple ways.**

**What you need to tell us:**

We need to know that approved sponsorship and grants are spent in a responsible manner and in accordance with the request submitted by your organisation/group. Groups receiving sponsorship are required to complete an acquittal form for sponsorships over \$2,000.

We would also like to know if any other organisation/s (especially other banks or financial institutions) have been approached for sponsorship or a grant by your group for your project. This information is required to ensure that all requests are considered not only for the benefit of the community group but to help promote our "business". We must ensure that we spend our sponsorship (advertising) dollars wisely.

We are happy to have a representative from our Bank attend any official function e.g. presentation night, openings etc. It is always rewarding to see first-hand groups who have benefitted from our support. Our Staff and volunteer Directors will try to accommodate any requests for attendance at functions.

**Sponsorship Policy (abbreviated):**

The Dandenong Ranges Community Bank Group is committed to providing a first-rate Banking Service within our business catchment equal to or better than its competitors.

Our objectives are emphasised in our Mission Statement which is: -

- *We are committed to providing, enhancing, and maintaining quality and competitive banking services to meet both the current and the future needs of our customers.*
- *We will strive to ensure we develop and responsibly manage an equitable system for the communities within our business catchment to benefit from our profit sharing and community support policies.*

We are committed to provide support to those community groups who support our bank and in turn, our long-term sustainability and development. Groups seeking sponsorship support must be current customers of the Dandenong Ranges Community Bank Group, unless it can be demonstrated by the organisation seeking support that the Community Bank could not provide the service required or other extenuating circumstances as considered appropriate by the Board. Generally, requests for financial support for individual pursuits or payment of wages will not be considered.

Support for community groups within our business catchment would be dependent upon:

- Being a not-for-profit organisation
- The financial situation of the Bank
- The capacity of the organisation to raise funds from the community and/or its members
- The benefits to the general community and the number of people in the community who will benefit
- The viability of the group/organisation seeking help
- The perceived need of the service to the community provided by the organisation seeking support
- Whether or not the organisation seeking help has been the recipient of other grants or sponsorships
- Potential benefit to our Community Bank Branches.

A written application would need to be submitted for the Board's consideration and approval. The Board may ask for personal representation where further clarification is required.

**Exclusivity Clause:**

Applicants seeking funds from Dandenong Ranges Community Finance Limited will not approach other financial institutions, mortgage brokers or similar competitor businesses, for sponsorship and will not advertise these competitors through their organisation. This applies to applications for sponsorship in excess of \$2,500 or accumulated sponsorship over \$2,500 (e.g. if the amount received for sponsorship over a number of years from Dandenong Ranges Community Finance Limited exceeds \$2,500).

Dandenong Ranges Community Finance Limited does however reserve the right to consider each individual case on its merits and can make exceptions to this clause if the applicant can provide grounds why this clause should not apply.

**Need to know more?**

If you need to have a chat about your application, please do not hesitate to contact our Business Development Manager, one of our Community Bank Branch Managers, our Executive Officer or our Community Liaison Officer. They will be happy to assist you with the sponsorship or grant process.

Please note that all sponsorship applications are considered by the Board of Directors at a bi-monthly meeting (the 2<sup>nd</sup> Thursday). Meeting dates for 2024 are 10 October, 5 December. Sponsorship applications must be submitted well before events to allow for a report to be prepared for consideration by the Committee and then by the Board if required.

**Contact Details:**

Community Bank Upwey & District  
30 Main Street  
Upwey VIC 3158  
P: 03 9752 6606  
E: [upweymailbox@bendigoadelaide.com.au](mailto:upweymailbox@bendigoadelaide.com.au)

Community Bank Emerald & District  
Shop 1-3, 344 Belgrave-Gembrook Road  
Emerald VIC 3782  
P: 03 5968 8831  
E: [emeraldmailbox@bendigoadelaide.com.au](mailto:emeraldmailbox@bendigoadelaide.com.au)

**Other Contacts:** Community Bank Dandenong Ranges Group

Andrew Gardner - Business Development Manager  
P: 0492 851 417 E: [andrew.gardner@drcbg.com.au](mailto:andrew.gardner@drcbg.com.au)

Melisa Hepworth - Executive Officer  
Suzan Prass - Community Liaison Officer  
P: 9754 6540 E: [admin@drcbg.com.au](mailto:admin@drcbg.com.au)