

# Request for support from TIQ regional office

## Other events

- This form is to be used to request TIQ support for events other than inbound delegation visits or proposed overseas travel.
- If sponsorship is requested, please complete this form and email it to your local TIQ office at least 12 weeks before the event.
- In all other cases, please email it to your local TIQ office at least 4 weeks before the event.
- TIQ will review the request and respond within 10 working days.
- TIQ's capacity to support the proposed visit will depend on the priorities and the workload of the offices involved.
- TIQ will not provide support for cultural or non-business-related activities.

Organisation name:

Contact name:

Position:

Email:

Telephone:

Requesting TIQ support to:

- |                                  |  |
|----------------------------------|--|
| <input type="checkbox"/> Sponsor | <input type="checkbox"/> Present                       |
| <input type="checkbox"/> Co-host | <input type="checkbox"/> Attend                        |
| <input type="checkbox"/> Promote | <input type="checkbox"/> Other (provide details below) |

Name of event:

Proposed date(s) of event:

to

Start date

End date

Venue:

Purpose of the event: (brief summary of general goal/s)

Expected specific outcomes of the event:

Expected attendee numbers: \_\_\_\_\_

Provide detailed information on how you would like TIQ to support this event:

Please list other agencies/stakeholders you have collaborated with on this event:


If requesting sponsorship, please explain what form of sponsorship you would like and the value:

- Financial                      Value: \_\_\_\_\_
- In-kind                              Value: \_\_\_\_\_


Please advise how TIQ will benefit from the sponsorship:

Please select your nearest TIQ regional office:

Connect. Be Connected

 +61 7 3514 3147

 [tiq.qld.gov.au](http://tiq.qld.gov.au)

 [tiq.info@tiq.qld.gov.au](mailto:tiq.info@tiq.qld.gov.au)

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