



# Regional Events Request Form

The event request form is for in and out-of-scope work.

**Setup and Strike** only includes freight and/or help setting up the activation. It does not involve sourcing menus, décor, cocktail involvement, plants, florals, POS, etc. If this is required, please check the Supplemental Activation box.

**If the event is out of scope, there will be an agency fee.**

What is your email?

What is your name?

What brands will be activating?

- ☐ Hendrick's    ☐ Milagro    ☐ Reyka    ☐ Drambuie  
☐ Sailor Jerry    ☐ Flor De Cana    ☐ Batch & Bottle  
☐ Monkey Shoulder    ☐ Fistful Of Bourbon    ☐ Tullamore Dew  
☐ Hudson    ☐ Balvenie    ☐ Glenfiddich

What is the event's name?

What is the address of the event?

What is the event start date?

What is the event end date?

What are the activation hours for each event day?

Do you know the load-in/ load-out date(s)?

- ☐ Yes    ☐ No

Is power provided?

What is the activation footprint size for each brand?

Is the event indoors, outdoors, or both?

- ☐ Indoors    ☐ Outdoors    ☐ Both

Is the activation space covered or does it require a tenting?

What type of surface is the the activation space on (concrete, asphalt, grass, etc.)?

Are any brand asset(s) requested?

If yes, what assets?

What is the anticipated attendance?

Are there any required vendors we must use as part of the event (i.e. batching company, rental company, etc.)?

- ☐ Yes    ☐ No    ☐ TBD

Do you need activation oversight (producer on site) during event hours?

- ☐ Yes    ☐ No    ☐ TBD

What is the budget?

Does the event require additional services besides asset load in and load out?

- ☐ Yes    ☒ No

Is there anything else to add?

☐ Send me a copy of my responses

Submit