



Downtown Brooklyn Neighborhood Alliance

2023 Community Tickets Program Application

Dear Interested Organization:

Thank you for your interest in **The Downtown Brooklyn Neighborhood Alliance (DBNA) Community Tickets Program (CTP)**. This Program will provide complimentary tickets via a sweepstakes system for events held at Barclays Center. The sweepstakes will be managed for residents of the entire borough of Brooklyn, prioritizing Community Boards 2, 3, 6, and 8 (the areas nearest to Barclays Center), and will include a determined number of Upper Bowl tickets, Lower Bowl tickets, and seating in a suite. Eligible organizations include community-based and not-for-profit organizations; schools (public or charter); educational organizations, and religious organizations within the abovementioned Community Board Districts.

PLEASE NOTE:

1. **ALL applications for the 2023 DBNA Community Tickets Program are due no later than Friday, March 31, 2023 by 5:00 PM EST.** All questions on application must be filled out for your organization's application to be considered for participation in the Community Tickets Program.
2. A completed and accepted application ***does not guarantee*** your organization will receive tickets.
3. Once your completed application is received, you will receive an acknowledgement notification via email one week after submission.
4. **Your acceptance or rejection notification will be sent out sent via email on or before Friday, April 14, 2023.**
5. If you do not receive an acknowledgement email by **April 14, 2023** your organization must contact our DBNA office at 718-795-3012, or email us at info@thedbna.org. (***DBNA will not assume responsibility for contacting organizations about missing application details and materials.***) Your application will then go through a final review process. Based on the information provided, we will send you an acceptance or rejection notification.

TERMS AND CONDITIONS

Organizations will be randomly chosen in a sweepstakes event each month, for games/events taking place the following month (i.e. drawings for games/events in December will be conducted in November).

Each applying organization should have a different contact person to represent each organization.

All tickets provided to community organizations are complimentary, however, "thank-you" letters, notes of reflection, social media tags, sharing pictures, etc. from event or game attendees can be considered "price" of a ticket!

Partners and persons found scalping tickets will face legal ramifications.

We expect organizations that receive the tickets to use all the tickets claimed and accepted via digital transfer from our office. Organizations that fail to use all the tickets for an event and neglect to contact our office 24-48 hours before the event about help with ticket reallocations will be restricted from participating in two subsequent ticket drawings.

Organizations that win in ticket drawings will typically be given three business days to respond to the email to claim the tickets and be given three business days to accept the digital tickets, unless otherwise stated.

All ticket holders for the DBNA Community Suite are expected to follow the Suite Rules and Regulations outlined in the Memorandum of Understanding, failure to adhere may result in suspension from the Community Tickets Program.

Additional rules, expectations, and adherences are further detailed in the Memorandum of Understanding and Barclays Center Guidelines. All community partner organizations and recipients of complimentary tickets from DBNA are expected to comply with the rules and regulations therein.

DISCLAIMER: The Downtown Brooklyn Neighborhood Alliance (DBNA) assumes no liability for individuals who willingly choose to attend events at Barclays Center arena and contract Covid-19. Covid-19 is highly contagious, and risk of exposure is possible when people are present. Covid-19 can cause severe illness or death. Ticket holders assume full liability when using tickets provided by DBNA to attend events at Barclays Center.

The Downtown Brooklyn Neighborhood Alliance reserves the right to amend the Community Tickets Program "Terms and Conditions" without notice.



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APPLICATION INSTRUCTIONS

Please answer the following questions **completely** then return this form *and* necessary documentation. Print clearly when completing the application! The application **must** be signed on the final page. Submit the completed application no later than **March 31, 2023, by 5 p.m.** online, by email to info@thedbna.org, or mail it to the following address:

**Downtown Brooklyn Neighborhood Alliance
Attention: Community Tickets Program
415 Atlantic Avenue | Brooklyn, New York 11217**

ORGANIZATION INFORMATION

Organization Name: _____

Address: _____

Street Address _____ Unit # _____

City _____ State _____ ZIP Code _____

Website Address: _____

Let's connect! Please share your organization's social media information.

Facebook: _____ YouTube: _____

Instagram: _____ Twitter: _____

Authorizing Official

DBNA identifies the Authorizing Official as the highest-ranking leader of the organization i.e. CEO, Executive Director, Principal, Pastor, President, etc. This individual will be the singular, primary contact person unless otherwise indicated (see Page 3).

Full Name: _____

First _____ Last _____

Title

Contact Info: _____

Email Address* _____ Phone Number _____

***PLEASE NOTE: Email is the primary source of correspondence for the DBNA Community Tickets Program. Please make sure the email address you provide is legible, valid, and checked frequently!**

FOR OFFICE USE ONLY

Accepted

Complete

NOT-FOR-PROFIT STATUS

Is your organization a 501©3, tax-exempt organization? YES NO

If "Yes," provide your organization's nine-digit Federal Employer Identification Number (EIN):

*The EIN is different than the organization's NY State Tax ID number

IMPORTANT: Please provide a copy of your organization's not-for-profit status documentation. A copy of your IRS letter granting 501(c) 3 or similar status preferred. Applications will be considered **incomplete** without the proper documentation.

ORGANIZATION DETAILS

1. What are the mission and goals of your organization?

2. Who does your organization serve? Describe your organization's clientele.

3. What services and programs does your organization provide?

4. In which Community Board is your organization located? 2 3 6 8 Other: _____

Please provide supplemental documentation*: programs, flyers, and/or letters of recommendation detailing your organization's activities within the last six months. *Note: This is not to be used in lieu of your organization's not-for-profit status documentation.* Applications will be considered **incomplete** without the proper supplemental documentation.

Additional Contact Person (OPTIONAL)

DBNA prefers to communicate with the Authorizing Official directly, however, one additional person can be added as a contact person and representative of the organization to assist in correspondence regarding the Community Tickets Program and other DBNA news, events, and opportunities. If the Authorizing Official elects to add an additional contact person, please provide their information below.

Full Name: _____
First _____ Last _____

Title _____

Contact Info: _____
Email Address* _____ Phone Number _____

*PLEASE NOTE: Email is the primary source of correspondence for the DBNA Community Tickets Program. Please make sure the email address you provide is legible, valid, and checked frequently!

DISCLAIMER AND SIGNATURE

I, as the Authorizing Official, have read the application guidelines and Terms and Conditions on Page 1 and Page 2, and answered all questions above truthfully and to the best of my knowledge and ability. I understand that any provided information found to be misleading or false may lead to my organization's disqualification in the DBNA Community Tickets Program and may jeopardize my organization's ability to participate in the Program in the future.

Signature: _____ Date: _____