ORGANIZATION NAME



RECOGNIZING YOUR FUNDER

CHECKLIST

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| LOGO USE | SaskCulture_Lotteries_ vertical_full_colour_JPEG | SaskCulture | Lotteries_web_logo | Not Incl. | Not Appl. | PLANS TO ADDRESS |
| Brochures |  |  |  |  |  |  |
| Posters/Flyers |  |  |  |  |  |  |
| Event programmes |  |  |  |  |  |  |
| Newsletters (print) |  |  |  |  |  |  |
| Newsletters (electronic) |  |  |  |  |  |  |
| Annual Report |  |  |  |  |  |  |
| Advertisements |  |  |  |  |  |  |
| Web Sites (live links) |  |  |  |  |  |  |
| Social Media sites |  |  |  |  |  |  |
| Funded publications(DVDs, CDs, video credit) |  |  |  |  |  |  |
| Promotional Items |  |  |  |  |  |  |
| Folders |  |  |  |  |  |  |
| Displays |  |  |  |  |  |  |
| Letterhead/Agendas |  |  |  |  |  |  |

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| OTHER PROMOTION | SaskCulture_Lotteries_ vertical_full_colour_JPEG | SaskCulture | Lotteries_web_logo | Not Used | Not Appl. | PLANS TO ADDRESS |
| EVENT/VENUE PROMO |
| Signage |  |  |  |  |  |  |
| Banners |  |  |  |  |  |  |
| Displays |  |  |  |  |  |  |
| Tickets |  |  |  |  |  |  |
| Invitations |  |  |  |  |  |  |
| Greetings from SaskCulture |  |  |  |  |  |  |
| Presentations/Speeches |  |  |  |  |  |  |
| Media Releases |  |  |  |  |  |  |
| FUNDING RELATED |
| Board Orientation |  |  |  |  |  |  |
| Annual General Meeting |  |  |  |  |  |  |
| Audit – Line item recognition |  |  |  |  |  |  |
| MEMBER PROMO |
| Place advertisements |  |  |  |  |  |  |
| Share Newsletters/News |  |  |  |  |  |  |
| Share other promo |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |
| **DATE OF REVIEW** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **REVIEWERS** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |