

# PDF Music and Arts Event Proposal Template

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EVENT NAME	
DATE OF PROPOSAL SUBMISSION	
PREPARED FOR	
PREPARED BY	

## INTRODUCTION

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## EVENT OVERVIEW

EVENT CONCEPT AND THEME	
EVENT DATE(S)	
EVENT LOCATION	
OBJECTIVES AND ARTISTIC VISION	

## TARGET AUDIENCE

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## PERFORMERS AND EXHIBITS


## VENUE AND TECHNICAL REQUIREMENTS


## MARKETING AND PROMOTION

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## SPONSORSHIP AND FUNDING

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## BUDGET OVERVIEW

					<b>TOTAL</b>

LOGISTICS

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SUCCESS MEASUREMENT

[Empty yellow box for SUCCESS MEASUREMENT content]

APPROVAL AND NEXT STEPS

[Empty yellow box for APPROVAL AND NEXT STEPS content]

SIGNATURE

[Empty white box for SIGNATURE]

DATE

[Empty white box for DATE]

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