

## **EVENT SPONSORSHIP STEP-BY-STEP INSTRUCTIONS**

- 1. Download the **Event Sponsorship Order Form** to view product pricing
- 2. Determine your registration fees based on your player's pack pricing and other event-related expenses
- 3. Set up your event on Disc Golf Scene or another platform and add "Sponsored by MVP Disc Sports" to the title
- 4. Communicate to your potential players that player's packs will need to be ordered at least two weeks prior to the event
- 5. Promote your event and tag our official pages @mvpdiscsports when doing so!
- 6. AT LEAST TWO WEEKS PRIOR TO YOUR EVENT re-download the order form, fill out the appropriate fields, select your number of player's packs, prize packs, and watermelon Paradoxes using the top right drop down arrows when you click on the yellow fields (see below), double check that your numbers are correct in cells 44-50 (make sure you zero out the Classroom Packs), save your form, and then upload your saved order form to our Order Portlet.



- 7. Pay your invoice immediately when it is sent to the email that you provide in order to ensure a timely delivery
- 8. Get your gear delivered to your door and **HAVE A GREAT EVENT!**