

# Indianapolis Colts Colts In Motion Appearance Request Form

Completion of this form is a request only and does NOT guarantee an appearance. Please type or print and fill out completely.

Organization \_\_\_\_\_

Type      Charity      Church      Civic      School      Other (Explain below)  
\_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone # \_\_\_\_\_ Fax # \_\_\_\_\_

Event Name \_\_\_\_\_

Event Description (Please be specific as to the purpose of the event - this description will appear on Colts.com 350 words or less)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Event Weekday & Date \_\_\_\_\_ Event Time \_\_\_\_\_

Event Location/Address \_\_\_\_\_

Expected Attendance \_\_\_\_\_

Vehicle to be displayed where exactly? (Please attach map of area if available)  
\_\_\_\_\_

Event Sponsor/Underwriter \_\_\_\_\_

On-site Contact Name and Cell Phone Number \_\_\_\_\_

Media Coverage: Yes No If yes, what type: \_\_\_\_\_

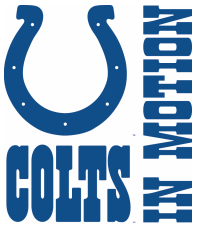
Will there be advertising leading up to the event? Yes No If yes, will the Colts be featured? Yes No

Do you have any concerns with the Colts setting up tables for marketing purposes (ticket/ merchandise sales)? Yes No

Please return completed form, attach event flyer/brochure and/or any other information on your organization letterhead to:

Indianapolis Colts  
Promotions Department  
PO Box 535000  
Indianapolis, IN 46253  
Or fax to: (317) 808-5388

Appearance requests must be received a **minimum of 3** weeks prior to the event to be considered.  
Please note: A minimum space of 70' x 35' and an "easy in and out" is required for the vehicle.  
Please see attached list of guidelines for other *Colts In Motion* requirements.



## ***Colts In Motion Appearance Guidelines***

- *All Colts In Motion appearance request forms must be submitted in writing **3 weeks** prior to your event.*
- *The maximum time for a Colts In Motion appearance is 2 hours.*
- *The organization must provide a minimum space of 70' x 35' for the vehicle.*
- *The location must feature a circular drive or other space available for the vehicle to pull forward at all times.*
- *All events must have an expected attendance of 400 people or more.*
- *The location for the vehicle must be on a flat, stable surface.*
- *All organizations must be able to provide 2 volunteers to assist with the vehicle if needed.*
- *Use of the Indianapolis Colts name(s), logos and trademarks and/or advertising that implies the support or sponsorship of an event by the Colts and the NFL must be approved in writing by the Indianapolis Colts.*
- *The Indianapolis Colts will be allowed the opportunity to set up marketing tables (ticket, merchandise, give-a-ways, etc.) at any event where deemed appropriate.*
- *Winter Colts In Motion events are subject to cancellation due to inclement weather. These cancellations may happen at any time prior to the event.*