**EVENT APPLICATION FORM**

**NOTICE:** Any organization wishing to place their event on the \_\_\_\_\_\_\_\_\_\_\_ (year) Calendar of Events of the New England Civil War Events (NECWE) must complete and submit this application prior to the Annual NECWE Coordinators meeting in December. The event will then be placed in consideration by the New England Brigade (NEB) and the Liberty Greys (LG). Event coordinators are invited to attend the annual meeting to promote and discuss their event status and plans with representatives of the NEB and LG. The administrative boards of the NEB and the LG will share this information with their membership at their respective annual meetings in January /February to discuss and vote on which events to support. Individual units determine their schedule based on the proposed calendar presented by the NECWE.

**PLEASE COMPLETE and CHECK:**

**\_\_\_\_\_ The NEB will have complete command of all Federal troops at this event.**

**\_\_\_\_\_ The LG will have complete command of all Confederate troops at this event.**

**\_\_\_\_\_ Other resources will command the troops at this event. This is an invitation to all units**

 **of the NEB and LG but not as command staff for the Federal and Confederate troops.**

Date of Application: \_\_\_\_\_\_\_\_\_\_Contact Person Responsible: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Organization, Unit or Committee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Host Unit if applicable: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Member: NEB LG USV Other

Mailing Address of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact: Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date(s) of Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Location of Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Type of Event: \_\_\_\_\_ Battle Reenactment \_\_\_\_\_ Living History Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Is this a first time event? \_\_\_\_\_\_ Does the organization or event coordinator have experience in developing and planning a civil war-related event? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please provide a simple narrative as to the general plans for the event? Include battle scenario proposal, speakers, and incentives if applicable:

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The NECWE will provide guidance and assistance in developing any aspect of your event including specifics on reenactor registrations, bounties, parking, spectator parking, camp locations (military and civilian), identifying sutlers and additional merchants, food & beverage concessionaires, emergency medical response requirements, health department permits, police and fire department notifications, public works department notifications (road signs), building community support staff (historical societies, patriotic commissions, GAR Hall, veteran organizations, community service organizations, scout or other youth groups), social media and press relations, event promotion and sponsorships and the search for local or state financial resources.

All correspondence with the NECWE will be through the NECWE Coordinator. Please mail or email the application to:

Marc Bassos

6 Sadlon Road

Columbia, CT 06237

Phone: 860-250-9659

Email: marc183@charter.net

For more information on the NECWE (and the NEB and LG), please see our website at [www.mb1020.wix.com](http://www.mb1020.wix.com)/necwe

…or visit our Facebook page at New England Civil War Events.