

# CITY OF ABBOTSFORD

## SPECIAL EVENT WRAP SHEET

Community events are an essential component of our City and help to foster a vibrant economy through community involvement and economic benefit.

Thank you for your assistance in helping to drive community spirit and a sense of community identity through hosting your outdoor special event!

We value your feedback and ask that you please complete this post-event wrap-sheet.

Name of Event:

Event Location:

Contact Name:

Phone Number:

Email:

1. Total number of people who attended your event (guests, participants, volunteers, staff):

2. Your approximate event budget (ie. Equipment Rentals, Contractors, Food, Giveaways, etc.):  
\$

3. If applicable, total fundraising dollars raised for your event's cause: \$

4. Please describe your overall event experience (ie. Good News Stories, Special Event Process, venue, Improvement Opportunities):

5. Overall experience holding an event in the City of Abbotsford

Excellent

Good

Average

Poor

Very Poor

6. Please attach any photos of your event that you'd allow the City of Abbotsford to use for social media, reports, or presentations to help promote our community and your event