

**EVENTS APPLICATION FORM**

Alliance Française Accra aims both to support Ghanaian and local artists and to expand access of disadvantaged audiences to arts and culture. Through arts, we wish to develop mutual understanding of French and Ghanaian cultures as well as promoting French language and cultural diversity.

Alliance Française offers unique shows not to be found anywhere else in Accra and promotes multidisciplinary events.

**Alliance Française constitutes an independent Ghanaian not-for-profit organization with limited funds**, and **NEVER** takes part in religious or political events.

If you wish to organize an event in Alliance Française premises or in collaboration with Alliance Française, please complete the application form below and give as much details as possible. Please keep in mind that we plan all our events **AT LEAST 2 MONTHS AHEAD.**

We do receive lots of proposals and will get back to you as soon as possible.

Thanks in advance,

The Cultural Office

***Please read carefully – Fill in all the gaps, incomplete proposals will not be accepted.***

Cultural Office - Alliance Française Accra

Liberation Link (behind Opeibea House) Airport Residential Area, P.O. Box CT 4904 Accra - Ghana Tel: (+233) 05 01 28 78 08, events2@afaccra.com / events.assist@afaccra.com, www.afaccra.org

| **Applicant name** |  |
| --- | --- |
| **Contact details**  (email address, phone  number, website, Social media accounts…) |  |
| **Date of submission of**  **proposal** |  |
| **Project title** |  |
| **Preferred date and time** |  |
| **Preferred space** (Amphitheatre, La Paillotte, Seminar Room, Classroom, Grounds)  Find a link to a video of our spaces [here.](https://www.youtube.com/watch?v=OYeqo4BeH2k) |  |

| **Will the event host vendors?** |  |
| --- | --- |
| **Detailed description of the project/event**  (Including the name of the proposed artists) |  |
| **Duration of event**(All events are to go no later than 11pm) |  |
| **Equipment needed – please attach your technical rider** (We will then let you know what is feasible on our side) |  |

| **Detailed program of the event** (Detail here the components of the event and the duration of each) |  |
| --- | --- |
| **Will you require a technical rehearsal before the event?**  If yes, indicate preferred date for the technical rehearsal |  |
| **How do you intend to finance the project?** |  |
| **Desired tickets rate** (if applicable) |  |

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