



SCC Annual Conference 2020 Bursary Application

Purpose:

The purpose of the Saskatchewan Chamber of Commerce (SCC) bursaries is for Chambers Plan to provide financial assistance for SCC members to attend the Annual Conference.

Description:

The bursaries may be awarded each year, up to a **maximum amount of \$600** to cover conference registration fees, hotel nights and travel expenses. Receipts must be provided to Chambers Plan **within 30 days** of the conference, Friday, May 29 by 4:00 p.m. Chambers Plan will not pay mileage but will accept gas receipts as part of travel expenses.

Criteria:

1. Applications must be **received by 4 p.m. Friday, March 20, 2020**. The successful recipient will be notified by Wednesday, March 25, 2020.
2. Applicants must be a current staff person or Board of Director with a chamber of commerce.
3. The chamber must be a member in good-standing of the SCC.
4. Applications must be **completed in full**, dated and signed by the applicant.
5. Bursaries will be awarded at the discretion of Chambers Plan. Chambers Plan reserves the right to not award any bursaries from the submissions received.
6. In the event of a cancellation, Chambers Plan must receive **5 business days notice**. If there is insufficient notice, you will be invoiced for your registration by the SCC.
7. If the applicant is unable to attend, there will be **no substitutions**. Chambers Plan will award the bursary to another applicant from the submissions received.
8. Successful candidates are required to pay all expenses up front and then submit their receipts for reimbursement. Expenses to be **submitted with a void cheque** as all reimbursements will be made by direct deposit.

Good luck – Chambers Plan wishes you and your chamber much success!

Pamela Brace
Regional Manager, Chamber Marketing
Enclosure

Mark Your Calendar
April 27-29, 2020
Saskatoon, SK

SCC Annual Conference

2020 Bursary Application

April 27-29, 2020
Saskatoon, SK



NAME:	PROVINCE:	POSTAL CODE:
TITLE:	PHONE:	
CHAMBER:	EMAIL:	
ADDRESS:	WEBSITE:	

Explain the financial need for the bursary (OPTIONAL – provide a copy of last year’s financial statement).

Name of senior staff person: _____

Name of current President/Chair: _____

Number of members: _____

Total Income: _____

Total Expenditures: _____

Have you attended the Conference on Business in the past? Yes ____ No ____

How do you plan to market Chambers Plan in the next 12 months?

INTERNAL USE ONLY – Checklist for criteria	
<input type="checkbox"/> Staff member or Board of Director	<input type="checkbox"/> Signed and dated
<input type="checkbox"/> Completed in full	<input type="checkbox"/> Member in good standing with SCC
<input type="checkbox"/> VOID Cheque	

Signature: _____ Date: _____

DEADLINE for Applications: 4 p.m. Friday, March 20, 2020
c/o Pamela Brace, Regional Manager, Chamber Marketing
28 Greenwood Close, Spruce Grove, AB T7X 1Y1
Phone: 1-866-421-1110 Ext. 104 Email: pam@prteam.ca