

## League of Chicago Theatres

### Industry Night Sponsorship Program

The League of Chicago Theatres (LOCT) is offering sponsorships (up to \$300) for members to host a Chicago theatre industry networking event in 2026! If you are looking to gather Chicago theatre industry members within any of the disciplines below, please consider applying:

- Marketing
- Playwrighting
- Development & Finance
- Arts Educators and Teaching Artists
- Front of House & Audience Services
- Directors & Intimacy Coordinators

Funds are intended to support a theatre industry networking event associated with any production or stand-alone Industry Night hosted by a League of Chicago Theatres member organization. Applicants must be members of the League of Chicago Theatres and in good standing.

Before applying, please review the full list of guidelines below:

- Recipients must be in good standing and have no pending invoices from the League.
- Recipients must be a League of Chicago Theatres member in 2026.
- Recipients must submit a [W9](#) and an [LOCT ACH Direct Deposit Form](#) to receive sponsorship funds.
- Recipients must select one of the proposed disciplines to host during their Industry Night. The Industry Night may be open to other industry members as well. However, the recipient agrees to promote the Industry Night to the agreed upon discipline.
- Recipients will manage all ticket sales and RSVPs for the Industry Night.
- Recipients will be responsible for the coordination of the Industry Night planning and execution.

Funds must only be used to cover the following costs:

- Food
- Beverages
- Decorations
- Industry Night Coordination Supplies (example: name tags, welcome materials)

- Any additional programming fees to enhance the Industry Night (panelist fees, guest speaker fees, artist fees, resources, etc.)

Funds may not be used for:

- Show or production costs.
- Marketing & Promotional Materials  
(these will be created and provided by LOCT)

After the Industry Night, the recipient agrees to send the following to LOCT:

- Industry Night attendance data; First Names, Last Names, Emails, Artistic Affiliation, Zip Code
- Receipts and a budget breakdown of the funds used.
- Photos, videos, and a description of the Industry Night to the League of Chicago Theatres.

The recipient will coordinate with the League of Chicago Theatres on all promotional materials including the League of Chicago Theatre branding and language.

Recipients must submit the following materials to LOCT to coordinate marketing efforts:

- [LOCT Marketing Intake Form](#)
- Digital materials: logo, previous Industry Night photos

**LINK TO SUBMIT YOUR APPLICATION:**

<https://leagueofchicagotheatres.app.neoncrm.com/np/clients/leagueofchicagotheatres/survey.jsp?surveyId=28>