



December 2018

Dear Shepardson STEM Elementary School Friend,

I am writing to ask for a donation for Shepardson PTO's annual Trivia Night Fundraiser. This year we are raising funds specifically to add permanent playground equipment to the 4<sup>th</sup> and 5<sup>th</sup> grade playground area. Our goal is to raise \$70,000 (the total cost of equipment and installation) within the next year, and Trivia Night is an important fundraiser to that end, as well as a fun community event. We would be so grateful for your support and sponsorship for our 2019 Trivia Night. Your *tax-deductible* donation could take the form of:

- ★ Donated goods/services for our silent auction, live auction, or prize for attendees and trivia winners. Our community is diverse and many businesses will benefit from the marketing and community exposure they experience by having items at our event, which averages 200 attendees.
- ★ Table sponsors to make the event more affordable for Shepardson teachers and staff. Table sponsors have their business name recognized at the table, as well as on event media. Sponsor a full table for \$400 or offset a table's worth of ticket prices by half for \$200.
- ★ Donated bottles of wine for our wine pull station on trivia night. This station is very popular and our goal is 40 bottles of wine to use for this portion of the fundraiser.
- ★ Attending the fundraiser! Enjoy a fun night out and help us raise money for our beloved school.

Shepardson PTO's 2019 Trivia Night takes place on Friday, February 1st, at CSU's Stadium Club. With over 400 students attending Shepardson STEM Elementary school, and over 200 trivia night attendees, your business is sure to benefit from donating by:

- ★ Advertising! Businesses that donate product or money valued at \$100.00 or more will have their logo or business name on our print media, school newsletter, PTO website as well as acknowledgement at the event.. **Our school Serves over 400 students, which means that each of those families will see and hear your business name a number of times!**
- ★ New Business! The potential of new business as a lucky attendee wins your donated good/service.
- ★ Good Karma! The satisfaction of knowing you are supporting your local community right now and in the future as we educate the next generation of leaders and innovators.
- ★ A tax deduction! We are a nonprofit 501(c) (3) organization. Our tax payer ID number is 74-2457893.

As a local school that focuses on community, we are always impressed with the ways that local businesses support our school and neighborhood community. Thank you for considering how you can be a part of our beloved Shepardson Trivia Night Fundraiser. Please note: **donations must be pledged by Tuesday, January 15<sup>th</sup>**, so please plan accordingly. Please call or email if you have any questions.

Thank you,

Shepardson Elementary School PTO Representative  
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Shepardson Elementary School PTO, 1501 Springwood Drive, Fort Collins, CO 80525

