

Asking for a Donation

Dear Jazz Parent,

Thanks so much for your willingness to help secure donations for our '40s Dance fundraiser! The Raffle & Silent Auction held at the '40s Dance is the only fundraiser for the jazz program at NNHS, and helps to underwrite instruments, equipment, clinicians, and other expenses. And it's great fun!

There are just a few simple things to remember:

1. Anyone you do business with is a potential donor: your hair stylist, accountant, orthodontist, music teacher, mechanic, financial planner, attorney, etc. Please speak to the store owner or manager. If that person is not available, please leave a copy of the "Dear Neighbor" letter with an employee and ask if they can suggest a convenient time for you to follow up.

Remember to tell them their donated item *will be attractively displayed with their business card at the dance and their name will be listed in the dance program. The merchant may provide a supply of business cards or other literature for attendees to pick up if they like. The event is attended by approximately 500 people.*

2. If they would like to make a financial contribution, checks should be made payable to "Naperville North Friends of Music." If the store makes a donation, please fill out the acknowledgement form and leave it with the store manager or mail it. **The donor must fill out the retail value themselves for taxes.**

After you have secured an item, contact Kathy Thornton to arrange for pick-up.

3. New this year: Please offer everyone the opportunity to advertise in the program, whether they wish to donate an item or not. Ads start at just \$25 for a business-card sized ad, and will be seen by approximately 500 attendees. They can give their order form & payment to you or mail it to the school, and email a .jpg or .pdf file to dance@nnhsmusic.org. And don't forget to place your personal ad to congratulate your student on another successful year of making music. They're just \$10!

Sponsorships: We have some significant expenses that a local business might like to sponsor. Sponsors will receive 2 complementary tickets to the dance, VIP seating, and a full-page advertisement in the auction brochure. They are: Dance Lessons, \$300; Piano, \$500; Sound & Lighting, \$1500.

Please feel free to call if you have any questions. **THANK YOU** so much for your help!

Kathy Thornton Vickie Deppe
630-355-6704 630-717-5393



**Naperville North Friends of Music
Naperville North High School
899 North Mill Street
Naperville, IL 60563**

December, 2009

Dear Neighbor,

Friends of Music, the parent booster club for the Naperville North High School music department, is sending this letter to enlist your support. Our raffle and silent auction will be held during the annual '40s Dance on April 18th, 2010. This gala event showcases the award-winning talents of our NNHS jazz bands and vocalists. More than 500 students and their families attend the dance and participate in this very popular auction.

This is the only fundraiser for our jazz program and is vitally necessary to help purchase instruments and equipment, provide outstanding clinicians to work with our musicians, and help with the expenses of a national-caliber program.

Friends of Music is in need of a variety of items for the fundraiser and we are hoping you can be of assistance. Any contribution you could make would be greatly appreciated, and would be acknowledged at the dance. Our Acquisition Team is in the market for both business and personal donations of event tickets, collectibles, services, gift cards, merchandise, and themed baskets. You might like to donate unwanted Christmas gifts rather than standing in line to return them. Cash donations are greatly appreciated and will be used to underwrite the costs of staging the event, such as the venue and sound. Donations may be sent to the school to the attention of the Friends of Music Parent Organization by March 15th. Please indicate the value of your donation. You may also contact Kathy Thornton at 630-355-6704, or work with your Acquisition Team Member to arrange for a pick-up. Upon receipt of your donation, we will provide you with a receipt for your tax-deductible contribution.

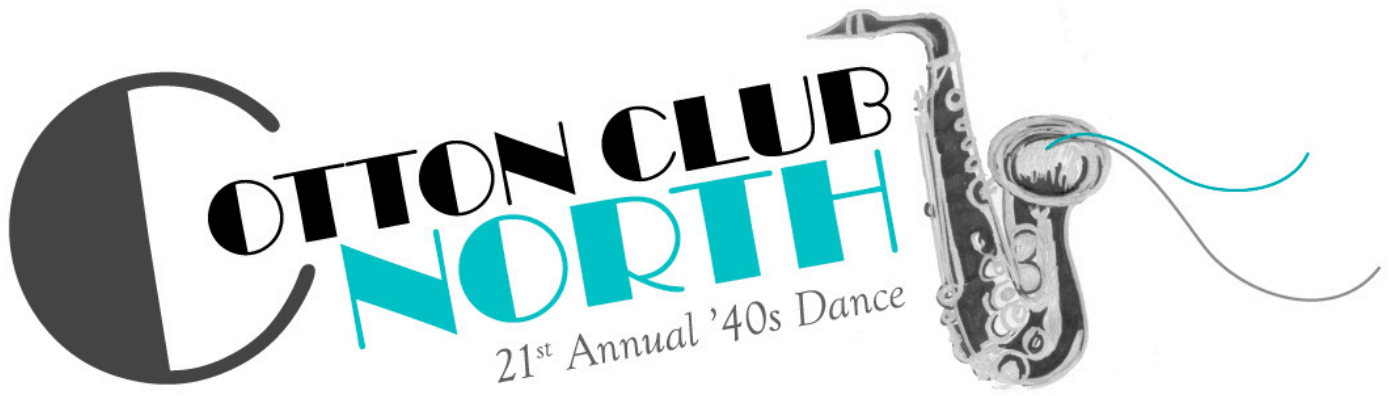
We are also including personal and business ads in the program, starting at just \$25 for a business card-sized ad that will be seen by over 500 attendees. Please send your order with payment to "NNHS Friends of Music" in care of the school at the address above, and email your .jpg or .pdf file to dance@nnhsmusic.org. Personals are only \$10 for a 100-character ad.

Thank you for your generosity and assistance in making the auction of the annual Naperville North '40s Dance a success, and in helping to provide a great jazz program for our students and community.

Sincerely,

Vickie Deppe
630-717-5393

Kathy Thornton
630-355-6704



Advertising Order Form

This is a:

Business Advertisement

Personal Ad: \$10

Size:

100 characters max, no artwork

- 1/8 page \$25 (approx. 3"x2")
- 1/4 page \$50 (approx. 4"x3")
- 1/2 page \$75 (approx. 6"x4")
- Full page \$100 (approx. 6"x8")

Please print your ad below OR email a .jpg or .pdf file to Dance@nnhsmusic.org. Ads must be received by March 15 in order to be included in the program.

Please return this order form along with your payment to your acquisition team contact or mail to:

NNHS Friends of Music
% Naperville North HS
899 N. Mill St.
Naperville, IL 60563

Please be advised that program advertisements are Friends of Music's way of saying thank you for supporting the music programs at NNHS and do not constitute a business contract. Friends of Music reserves the right to edit content for appropriateness.



**Naperville North Friends of Music
Naperville North High School
899 North Mill Street
Naperville, IL 60563-8998**

The Friends of Music acknowledges the receipt of your donation of:

Valued at: _____
(this line to be completed by donor)

For Naperville North High School's annual '40s Dance.

Thank you for your support.

Signed by Friends of Music member,

Date: _____