

Sponsorship and Raffle Donation Packet

CASINO NIGHT TO CELEBRATE

THE SCARSDALE PUBLIC LIBRARY

TITLE: *Black, White and Read All Over*

	
DUE DATE:	FRIDAY, DECEMBER 8TH, 2017
	FROM 7:30PM - 10:30PM
	FENWAY GOLF CLUB SCARSDALE, NY
	COCKTAIL ATTIRE
	



Dear Library Supporter,

The Scarsdale Library Campaign for Excellence is excited to announce **Black, White and Read All Over, a Casino Night to Celebrate the Scarsdale Public Library on Friday, December 8th from 7:30pm-10:30pm**. The event will be held at Fenway Golf Club in Scarsdale, New York and will feature food, beverages, casino tables, music and an interactive raffle. All of the proceeds will support the efforts to transform the Library into an accessible, vibrant and flexible space for the Scarsdale community.

We would like to offer you the chance to show your support for the Scarsdale Library by participating in this unique advertising opportunity for your business/organization. You are invited to make a raffle donation or to become an event sponsor. More information about how these contributions will be acknowledged can be found on the attached list of Sponsorship Opportunities.

To secure your involvement as a supporter of this event, please complete and return the attached sponsorship form by **November 15, 2017**. If you have any questions, please contact Melissa Biffert at mbiffert@wlsmail.org or 914-607-7683. For more information about the event or to sign-up to become a sponsor online, visit: <https://form.jotform.com/FOSLEvents/black-white-and-read-all-over>

Thank you for supporting the Campaign for Excellence and our mission to provide Scarsdale with a twenty-first century library to serve the Scarsdale residents of today and of the generation to come.

Sincerely,

To-Dao Casey
Event Co-Chair

Lori Harrison
Event Co-Chair



Sponsorship Form

Sponsor Information

Sponsor Name (as you wish to be recognized) _____

Contact Name _____ Title _____

Phone _____ Email _____

Mailing Address _____

Sponsorship Opportunities *(please see attached sheet for sponsorship level acknowledgments)*

I would like to:

Make a Raffle Donation valued at \$ _____ (please indicate total value of donation)

Please list item(s) and value: _____

Become an Event Sponsor (please indicate sponsorship level below)

Sponsorship Level: Gaming Table Sponsor (\$2,000) King (\$1,500) Queen (\$1,000) Jack (\$500)

Payment Method *(Your donation is tax-deductible to the extent allowed by law)*

Check is Enclosed - payable to Friends of the Scarsdale Library (memo: Event Sponsorship)

Payment will follow within 30 days

Logos

I do not have a logo and wish to be recognized by the sponsor name listed above.

I will email my high resolution logo (jpg or eps format) to mbiffert@wlsmail.org by 11/15/17.

I acknowledge that I will receive all of the benefits outlined in the Sponsorship package for my level of giving.

Contact Signature _____ Date _____

Sponsor Forms should be mailed by 11/15/17 to:

Scarsdale Library, Attn: Melissa Biffert, 54 Olmsted Road, Scarsdale, NY 10583
Questions? Contact Melissa Biffert at mbiffert@wlsmail.org or 914-607-7683



Sponsorship and Donation Opportunities

RAFFLE CONTRIBUTIONS

Acknowledgment for in-kind donations up to:	Spade \$1,000+	Heart \$1,000	Diamond \$500	Club \$250
Mentioned in press release	✓	✓		
Tickets to event	1 / \$1,000 contribution value	1		
Included in promotional materials (print & electronic)	Prominent	✓		
Mentioned in electronic communication with guests	✓	✓		
Name or Logo on event page	Prominent	✓	✓	
Logo displayed at event	✓	✓	✓	
Name displayed at event	✓	✓	✓	✓

EVENT SPONSORSHIP

Acknowledgment for cash donations of:	Gaming Table Sponsor \$2,000	King \$1,500	Queen \$1,000	Jack \$500
Name and logo displayed on a gaming table	✓			
Mentioned in press release	✓	✓		
Tickets to event	2	1	1	
Included in promotional materials (print & electronic)	Prominent	Prominent	✓	
Mentioned in electronic communication with guests	✓	✓	✓	
Name or Logo on event page	Prominent	Prominent	✓	✓
Logo displayed at event	✓	✓	✓	✓
Name displayed at event	✓	✓	✓	✓