

# Woodstock's Fundraiser Information

*We enjoy doing fundraisers at Woodstock's with nonprofit groups to give back to the community and university that support us. Our goal is to create mutually-beneficial, successful events that promote and support worthy causes.*

## GENERAL INFORMATION

**DAYS:** We usually hold fundraisers on Monday, Tuesday or Wednesday evenings. For large events, we will consider hosting them over a multi-day period.

**TIMES:** Single day events are generally held over a three-hour interval, starting at 5:00, 5:30 or 6:00 p.m.

**REVIEW PROCESS:** Attached you will find a request form, which we ask that you fill out as completely as possible. We're asking the types of questions that can determine just how successful your proposed event will be. Hopefully, the form may even give you issues to think about prior to your event. Here's what we're looking for –

- ✓ A legitimate, compelling, non-controversial cause
- ✓ Well-thought out plans
- ✓ "Decent" participation (a minimum of 80 people participating, or \$400 in sales)
- ✓ Plenty of lead time
- ✓ Effective promotional strategy
- ✓ Win-win opportunity for Woodstock's.

We'll try to let you know whether we can sponsor your event within two weeks of your request.

**HOW THEY TYPICALLY WORK:** Woodstock's totals the amount of sales generated by your fundraiser and gives your organization a check for anywhere from 15% to 25% of that total. It works like this:

Up to \$500 in sales = 15%

\$501 - \$700 = 20%

Over \$700 = 25%

To track sales for your fundraiser, our Woodstock's graphic designer will create a custom flyer for your organization. You print up and distribute these to anyone who would like to participate. Everyone who participates in your fundraiser must turn in a flyer for us to credit your organization.

If your group has a different fundraising idea, please don't hesitate to propose it to us.

**WHAT WE NEED FROM YOU AND YOUR GROUP:** We need a primary contact person with whom to meet and work out details. We need planning and organization on your group's end. The success of the fundraiser will depend largely on your group's ability to promote the event and invite community participation!

**A FEW RULES:** All participants must turn in a flyer at the time their order is taken to have their sale credited to your fundraiser. Under no circumstances will you be allowed to distribute the flyers to customers either in or entering Woodstock's (i.e., outside our doors) on the day(s) of your event.

**WHAT WOODSTOCK'S WILL PROVIDE:** Great pizza and a fun atmosphere, of course. We will create the flyer for your event. We can work with you to create a special theme in Woodstock's for your particular event. Depending on the anticipated size and scope of the event, Woodstock's may provide:

- ✓ Assistance with advertising design
- ✓ Joint advertising for your event
- ✓ Special banners and/or posters to publicize the event
- ✓ Press releases both before and after the event.

## RESERVING YOUR EVENT:

Woodstock's receives dozens of requests for fundraisers each year. Plan and ask early! If you have questions, please call Woodstock's and ask for our Marketing Representative.

*Good luck with your fundraising!*

# REQUEST FOR WOODSTOCK'S FUNDRAISER

Organization Name \_\_\_\_\_

Is this a nonprofit organization registered with the state of California? Yes \_\_\_\_\_ No \_\_\_\_\_

Org. address \_\_\_\_\_

Your Name \_\_\_\_\_ Phone \_\_\_\_\_

Email Address \_\_\_\_\_

Date of this Request \_\_\_\_\_ Proposed Date(s) for Event \_\_\_\_\_

What type of fundraiser would you like to propose in conjunction with Woodstock's?

What are you raising funds for?

What percent of the money you raise will go to this cause? \_\_\_\_\_ %

Please give us your most compelling reasons for why Woodstock's should sponsor this event with your organization:

Attendance question #1: How many people belong to your club or organization? \_\_\_\_\_

Attendance question #2: How many people do you expect to attend your fundraiser? \_\_\_\_\_

If the answer to question #2 is greater than the answer to #1, who are the extra people attending this event?

Are there other businesses involved in this event? If so, please list.

How will you publicize this event?

Will you be advertising this event? If so, in what media sources?

How else do you plan to get the word out?

When do you plan to start promoting this event?

Are there others in your organization responsible for promoting this event? Please list alternate contacts.

Name \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

What can we do here at Woodstock's to help make your event successful? (*Besides serving up the best pizzas in town!*)

*As sole representative of the above-named organization, I verify that all of the information stated on this form is accurate.*

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(date).

*Thanks for thinking of Woodstock's for your upcoming event! We appreciate the information you've given to us. Our management team will review the request and respond back to you within two weeks.*

[For in-store use: Approved by \_\_\_\_\_ on \_\_\_\_\_.]

# WOODSTOCK'S FUNDRAISING CONTRACT

This is a contract between Woodstock's Pizza in \_\_\_\_\_ and \_\_\_\_\_ (name of organization) to be held on \_\_\_\_\_ between the times of \_\_\_\_\_ and \_\_\_\_\_.

Woodstock's hereby agrees to provide place and privilege for the above said fundraising event. Woodstock's furthermore agrees to provide means to accurately track funds raised via special flyers, the master of which will be provided by Woodstock's to the above said group.

As the designated representative for your organization, you hereby agree to appropriately and adequately publicize this event, as outlined on the Request for Woodstock's Fundraiser application previously submitted. You also accept sole responsibility to copy and distribute the special flyers provided by Woodstock's. You will clearly communicate to your organization that these flyers must be submitted with each order that is to be credited to your fundraiser, and these flyers can only be used for the designated date(s) and times stated above.

At no time will the group, its members, or its affiliates, distribute or cause to be distributed, the fundraiser flyers on Woodstock's premises nor within 200 feet of Woodstock's premises else the group forfeits all rights to all funds raised.

I, \_\_\_\_\_ accept sole responsibility as "Group Representative" to disseminate to my group, its members and its affiliates, the terms and agreements set forth within this contract and contained on the REQUEST FOR WOODSTOCK'S FUNDRAISER form previously submitted.

\_\_\_\_\_  
Woodstock's Representative

\_\_\_\_\_  
Group Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

A check for the percentage of the total sales generated by your fundraiser will be mailed to the address below. Unless otherwise requested, this check should arrive no more than two weeks after your event.

\_\_\_\_\_  
Organization

\_\_\_\_\_  
Attn:

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City, State, Zip

## REQUEST FOR GROUP EVENT AT WOODSTOCK'S

If your group isn't large enough to be classified as a fundraiser, we'd like to give you another option – a group discount of 15 percent! All you need to do is gather 15 or more at one time, reserve your space at least two days prior to your event, and get a manager's authorization for the time and day you're planning. No additional discounts will apply if you are getting our group discount.

Name of your group/event: \_\_\_\_\_

Date You'd Prefer \_\_\_\_\_ Optional Date (if there is one) \_\_\_\_\_

Beginning Time \_\_\_\_\_ Ending Time \_\_\_\_\_

Your Name \_\_\_\_\_ Phone \_\_\_\_\_

Your Email \_\_\_\_\_

*[For in-store use: Date submitted \_\_\_\_\_ . Approved by \_\_\_\_\_ on  
\_\_\_\_\_ and entered on Store Calendar.]*

This form should be given to the Shift Manager, who will forward it to our Marketing Representative.

***Thanks for planning your group event at Woodstock's!***