



January 2011

"Donation Request"  
Niagara University  
Attn: Mary Matiash  
Niagara University, NY

Dear Mary Matiash,

As the New Year begins, we are finalizing the details for our first signature event; The *14<sup>th</sup> Annual Sweetheart Dinner and Basket Auction*. It will be held on February 11, 2011 at the Crowne Plaza on Third Street in Niagara Falls, New York. This special evening begins at 6 p.m. with the Basket, Silent and Live Auction Preview and dinner will start promptly at 7 p.m. Tickets will include dinner and a chance to win some wonderful prizes. Along with a night of fun, love and chance, all proceeds will be used to provide food, shelter and services for our less fortunate neighbors that Community Missions assists throughout the year.

As a part of the *14<sup>th</sup> Annual Sweetheart Dinner and Basket Auction* we are offering a variety of sponsorship levels. Each level is strategically placed throughout the event to put those sponsoring in the public eye of those attending. **We are looking for both cash sponsorship and/or in-kind (Baskets or Certificates) sponsors. Would you be willing to contribute to the Auction this year?**

We are hopeful that you will want to be a part of our event. The description of each level of sponsorship is on the following page. Each sponsorship level is 100% Tax Deductible. This is a great way to place your business to the public view coupled with helping those in need during a time when more people are in need than *ever* before.

If you have any questions regarding becoming a sponsor or purchasing tickets to attend the event, please contact Katie by email at [ktrombley@communitymissions.org](mailto:ktrombley@communitymissions.org) or by phone 716-285-3403 ext. 2225. Thank you for your consideration.

Sincerely,

*Katie Trombley*

Public Relations and Events

Email: [ktrombley@communitymissions.org](mailto:ktrombley@communitymissions.org)

Address: 1570 Buffalo Ave.

Niagara Falls, NY 14303 Attn: Katie

Phone: (716) 285-3403 ext 2225

Fax: (716) 285-0616

Tax ID# 16-0788242



**Sponsorship Levels:**

Please check the level of sponsorship you would like:

\_\_\_ *Cupid "Title" Sponsor*:--\$1000 includes Signage at the doorway, in the Dinner and Basket Area, Announced at the Event, Logo on the Community Missions Website and on Facebook, full page ad in the Program Booklet & includes four tickets to the event.

\_\_\_ *Sweetheart "Dinner" Sponsor* --\$600 includes signage in the Ball Room "Dinner" area, Announcement during the event, full page ad in the program and two tickets to the event.

\_\_\_ *"Lucky In Love" Auction Sponsor* --\$250 includes a signage in the basket area and live/silent auction area and half page in the Program Booklet

\_\_\_ *Program/Online Sponsor* -- \$100 includes a half page in the Program Booklet and Company logo on the Community Missions Website and logo and link on Facebook.

\_\_\_ *Love Note Sponsor* - \$20 place a special note to your "Sweetheart" in the Program Booklet for Valentine's Day.

Love" Note: \_\_\_\_\_

\_\_\_ *Individual Ticket* – \$35 per ticket. Or \_\_\_ *Table of 8*-- \$280 per table

\_\_\_ *In-Kind Sponsor*—Donate a basket or certificate for the Auction at Sweetheart Dinner. You will be mentioned in the Program Booklet as Donor Sponsor. If you are donating a basket, please provide a list of what is included in the basket, approximate value and who donated.

Basket Information:

\_\_\_\_\_

**SPONSOR INFORMATION**

Name/Title/Company \_\_\_\_\_

Address: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Based on the Level of your Sponsorship will you be using the tickets included? \_\_\_ Yes \_\_\_ No

**Payment Options:** (Please Circle One) VISA MasterCard American Express

Credit Card # \_\_\_\_\_

Exp. \_\_\_\_\_ CVV \_\_\_\_\_ Date \_\_\_\_\_ Amount \_\_\_\_\_

Name on Card \_\_\_\_\_

Signature \_\_\_\_\_

Billing Address \_\_\_\_\_

Make checks payable to "Community Missions" and mail to:

Community Missions Inc.  
1570 Buffalo Ave - Attn. Katie Trombley  
Niagara Falls NY 14303 or  
Fax: 716-285-0616