

fundraising made easy

30% goes back to the organization.

CONFIRMATION LETTER



October 25, 2024

Dear Heidi,

Thank you very much for choosing Wendy's® to host your organization's Have Fun Raising Funds event! This letter is to confirm your event will take place as follows:

Date: Tuesday, December 10, 2024
Time: 5:00 PM until 8:00 PM
Location: 150 Gary Avenue, Bloomingdale, IL 60108

It is very important to promote, communicate and send home information with supporters about this event. Remember, **30%** of all qualifying sales are based on members presenting the flyer (actual flyer or picture via cell phone). The more people that stop by to have fun and enjoy a great meal, the more money your organization will raise!

Enclosed is the flyer that you can print, email and distribute to help promote the event. Please designate a member from the organization to be present at the event to help as a Community Ambassador greeting guests.

Below are some additional ideas to help promote and boost sales at your event:

- Communicate, communicate, and communicate! Hand out flyers, hang posters and talk with family, friends and neighbors about the event.
- Post information about the event in your calendar and/or newsletter or send group e-mails.
- Create a Facebook event and invite friends and family to the event.
- Contact your school newspaper or local newspaper to see if they provide a community calendar at no charge.

We'll contact you the week before your scheduled event to touch base on how the promotions are going. In the meantime, please feel free to contact me if you have any questions! We look forward to seeing you here!

Sincerely,

Anna Robles
General Manager #1924
150 Gary Avenue, Bloomingdale, IL 60108
(630) 582-7950