

# REYBURN & CLOVIS EAST ORCHESTRAS

## 2018-19 Donation Campaign

\_\_\_\_\_ **Full Membership Donation.** We will donate the full requested student member amount of \$100 in one up-front sum by the suggested date of Friday, September 28<sup>th</sup>. *Please submit a check for the full amount payable to 'Timberwolves Foundation', a cash donation, or make a credit/debit card payment in the band office with a director. (See instructions for making a payment on the back of this form). **Post-Dated checks accepted!** If not donating by 9/28, please tell us which month you plan to donate \$100:* \_\_\_\_\_

\_\_\_\_\_ **Full Membership Donation via Semesterly Submission.** We will donate the full requested student member amount in two semesterly submissions, one by Friday, September 28<sup>th</sup>, and one by Friday, January 25<sup>th</sup>. *Please submit a check for the full amount payable to 'Timberwolves Foundation', a cash donation, or make a credit/debit card payment in the band office with a director. (See instructions for making a payment on the back of this form). **Post-Dated checks accepted!***

1<sup>st</sup> Semester Donation will be received by Friday, September 28<sup>th</sup> for \$50.

2<sup>nd</sup> Semester Donation will be received by Friday, January 25<sup>th</sup> for \$50.

\_\_\_\_\_ **Financial Assistance Requested.** We will donate \$\_\_\_\_\_ of the suggested Membership Donation either in one donation by Friday September 28<sup>th</sup>, or in two semester payments by Friday, September 28<sup>th</sup> and Friday, January 25<sup>th</sup>. We request financial assistance for the remaining balance. Because the music program will be assisting me with the remainder of my membership fee, I will *actively* participate in fundraising to help offset the additional cost the music program is incurring. Please submit check or cash for the amount above payable to 'Timberwolves Foundation' to the band room office by the due date, or make a credit/debit card payment in the band office with a director. (See instructions for making a payment on the previous page/back of this form).

\_\_\_\_\_ **Additional Donation.** We would like to donate \$\_\_\_\_\_ in addition to the suggested Membership Donation in order to assist those in need. *(Please include this amount in your check/cash or the amount you pay with your credit card. Thank you for your generosity!)*

*All donations are tax deductible and we are more than happy to provide a letter for your records to thank you for your support!*

*All donation dates can be altered, the above are just suggestions. Please discuss any needed changes with a director!*

### Donation Information

We will use the following form of donation (check one): \_\_\_\_\_ Credit/Debit \_\_\_\_\_ Check/Cash

Who is making this donation? We request this information so we can contact you if we have a question about your contribution.

**Donor's Name:** \_\_\_\_\_ **Student Name:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_

**Relationship to Student:** \_\_\_\_\_

For Office Use Only:

Date Submitted: \_\_\_\_/\_\_\_\_/\_\_\_\_

## Student Membership Donation Instructions

### *To Make Credit/Debit Card Donation(s):*

1. Schedule a time to visit the orchestra office, room 302, and see Ms. G.
2. Have credit/debit card ready, and we will use the school app for donating to Timberwolves Foundation.
3. Enter your credit card information and donation amount into the app. Under the memo line, please write your student's name, and your donation amount.
4. Email [timberwolvesmusic@gmail.com](mailto:timberwolvesmusic@gmail.com) to receive a receipt and verify that we have received payment.
5. Donations can also be made in the Clovis East front office during school hours Monday thru Thursday with Karen Stokes, the financial secretary.

### *To Make Donation(s) by Check:*

1. Make check payable to **Timberwolves Foundation**. You are welcome to submit a post-dated check for the donation and we will deposit according to the date indicated.
2. \*\*\*Put the student's name in the memo line of the check\*\*\*
3. Put the check in a sealed envelope clearly labeled with the student's name and what the check is for.
4. Submit the donation to the music room office by the suggested due date.
5. If you would like a receipt, please let us know and we are happy to provide a proof of donation.

### *To Make Donations by Cash:*

1. Put the cash in a sealed envelope clearly labeled with the student's name and what the cash is for.
2. Submit the donation to the music room office by the suggested due date.
6. If you would like a receipt, please let us know and we are happy to provide a proof of donation.

\*Throughout the school year, please only submit donations to Ms. G, do not turn donations into coaches or substitutes.

### *INCENTIVES FOR DONATING:*

**\$100 - Wolf Pack:** Name in all programs throughout the school year as a proud sponsor

**\$200-300 - The Timberwolf Den:** Name in all programs throughout the school year as a proud sponsor, 2018 RECIM Shirt (please indicate size below)

**\$350 or more - The Director's Circle:** Name in all programs throughout the school year as a proud sponsor, 2018 RECIM Shirt (please indicate size below), two tickets to the 2nd Annual Adults only 'A Night to Remember' in the Spring.

2018 RECIM Shirt Size: YS      XS      S      M      L      XL      2XL      3XL

Thank you for your support in the Reagan Educational Center's Instrumental Music Program!

**Please return this form to your music director by**

**Friday, September 28<sup>th</sup>**

***Donations may be submitted after this date.***