



BOYS & GIRLS CLUB OF MANCHESTER

Dear Community Supporter,

Thank you so much for considering the Boys & Girls Club of Manchester to be the recipient of proceeds from your fundraising event! We are thrilled and honored.

Throughout the year we have many groups and organizations that propose fundraisers on behalf of the Boys & Girls Club of Manchester with the goal of generating much-needed dollars for our youth. As a result, we have developed the following policies and procedures (*please see page 2*) to clarify our expectations and our role in your event.

We trust that you will understand that our guidelines, as they exist to protect our brand and reputation. We want to ensure that our organization's name is only associated with events that are appropriate for youth and in line with our mission and values. We also want to avoid having our very generous business community from being "over-solicited" by our enthusiastic supporters.

The Boys & Girls Club of Manchester relies on the generosity of our community, and we greatly appreciate your efforts. Please know that we will do what we can to help support your event. Thank you so much!

Yours in gratitude,

Hashira Rodriguez

Director of Development

(603) 625-5031, ext. 246

hrodriguez@mbgcnh.org





**BOYS & GIRLS CLUB
OF MANCHESTER**

COMMUNITY FUNDRAISING EVENTS

Policies & Procedures

1. The Boys & Girls Club of Manchester gladly accepts donations from community groups, organizations, businesses, and individuals.
2. If you are planning an event with the purpose of raising funds for the Boys & Girls Club of Manchester and plan to use our logo or our name in any fashion – either on promotional materials or in direct solicitations – you must contact us in advance for permission.
3. While the Boys & Girls Club of Manchester is happy to inform and promote your event to our board, staff, volunteers, youth members and their families, we regret that we cannot make a commitment to provide staffing, volunteers, participants, or attendees.

If you are planning an event for the Boys & Girls Club, but are NOT planning on using our name or logo on advertising, promotional materials or solicitations, you do not need to request our permission.

If you are planning a community fundraising event and would like to use our name for promotional or solicitation purposes, please contact the Boys & Girls Club of Manchester Director of Development Hashira Rodriguez at hrodriguez@mbgcnh.org or at 603.625.5031 ext. 246

Thank you for your support!

