



**INTERFAITH  
FOOD BANK**  
SOCIETY OF LETHBRIDGE

## **Friends of Interfaith Charity Dinner & Silent Auction**

September 24, 2010 6PM  
Italian Canadian Cultural Centre - 1511 St. Edward Blvd. N

July 2010

Dear Friends:

### **RE: An invitation to the Friends of Interfaith Charity Dinner & Silent Auction**

We, the Friends of Interfaith, would like you to join us on the evening of **Friday, September 24, 2010** for our 4th Annual **Friends of Interfaith Charity Dinner & Silent Auction**. Held at the Italian Canadian Cultural Centre, this evening is sure to be one filled with good food and entertainment, and proceeds from the event will benefit Interfaith Food Bank Society of Lethbridge!

At 6:00 pm, we invite you to join us for cocktails, and ask that you view the wide array of items in our silent auction while enjoying our live entertainment and socializing amongst friends. At 7:00 pm, guests will be served a sumptuous **prime rib dinner** and treated to further entertainment and door prizes by our host, **Brent Brooks**. Also joining the dinner hour entertainment will be the **David Renter Quartet**, a unique, local jazz ensemble. At 9:00 pm the night will be topped off with musical entertainment by **Bandemonium**, a band comprised of several members of the local band, Hippodrome.

For the **ticket price of \$55, or a table of ten for \$500**, you will not have a better time with better company. Official receipts for income tax purposes can be issued for a portion of the ticket price. Of course, all proceeds for the evening will benefit the Interfaith Food Bank and the thousands of people who need our help throughout the year, half of whom are children.

We require community support for this event through:

- **Ticket purchases** - We offer tickets at \$55 each, or a table of 10 for \$500 if purchased prior to August 31<sup>st</sup>. Tickets purchased after this deadline will be subject to individual pricing. Official receipts for income tax purposes will be issued for a portion of the ticket price.
- **Silent Auction Items** – These items are crucial to the success of our event. We are looking for substantial goods or services that are likely to bring in significant bids at the silent auction.
- **Door Prizes** to be drawn for at the event.
- **Sponsorship Opportunities available until August 16th** – for a minimum contribution of \$500 to assist us with costs for the evening, your logo will appear on pre-event advertising and will be displayed at the event. See the enclosed Sponsorship Form for more information, or contact Danielle for more details.

Included with this letter is a ticket request form, which we ask you to fill out prior to **August 31, 2010**. Also, we have included an auction donation form if you would care to donate an item for fundraising purposes. Please feel free to contact Colleen or Nicole at (403) 320-8779 if you have questions or need help with either of these forms.

For Interfaith Food Bank, autumn is the start of the busiest season as preparations begin for the colder months ahead. Unfortunately, hunger knows no season. Please join us in making our Friends of Interfaith Charity Dinner & Silent Auction an evening to remember, and an opportunity to make a real difference in the lives of the families we serve.

Hoping you'll join us,

Danielle McIntyre, Executive Director  
Interfaith Food Bank Society of Lethbridge

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**Sponsorship Opportunities:**

**Table Sponsor \$500**

By sponsoring a table for \$500, your gift will help to off-set the cost of the meal. Your company logo will be displayed on the table you sponsor, and will also be included with pre-event advertising. Multiple Table Sponsorship Opportunities available. If you would like to attend and sit at your sponsored table, up to 10 seats at this table may be purchased for an additional \$25 per seat.

**Décor Sponsor \$750**

This exclusive sponsorship opportunity will off-set costs associated with creating an inviting atmosphere for our guests. Your company logo will be displayed on all pre-event advertising, and in the front entry to be viewed immediately as guests arrive. Your contribution will also be acknowledged in the program provided to event participants. Décor Sponsor package includes 2 tickets to the event, up to 8 additional seats may be purchased for \$25 each.

**Beverage Sponsor \$750**

This exclusive sponsorship opportunity will off-set costs associated with providing bar-services for the evening. Your company logo will be displayed on all pre-event advertising, and displayed predominantly on the Drink Ticket Table. Your contribution will also be acknowledged in the program provided to event participants. Beverage Sponsor package includes 2 tickets to the event, up to 8 additional seats may be purchased for \$25 each.

**Entertainment Sponsor \$1000**

This exclusive sponsorship opportunity will off-set expenses associated with providing the entertainment for the evening. Your company logo will be displayed on all pre-event advertising, and displayed predominantly on the stage during the event. Your gift will also be acknowledged in the program provided to each event participant. Entertainment Sponsor package includes 4 tickets to the event, up to 6 additional seats may be purchased for \$25 each.

**Silent Auction Sponsor \$2500**

This exclusive sponsorship opportunity will provide for preparation, display and administration for the silent auction, the main activity for the evening. Your company logo will be displayed on all pre-event advertising, in the program provided to event participants, on the signage displaying silent auction rules, and also on each silent auction bid-sheet. Silent Auction Sponsor package includes 10 tickets to the event and Table Sponsorship.

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**Request for Invoice**

- Please invoice us for the \_\_\_\_\_ Sponsorship Package.
- We would like to purchase \_\_\_\_\_ additional seats for \$25 each to supplement our sponsorship option.

Donor / Company Name \_\_\_\_\_

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

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

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**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Please submit to Interfaith Food Bank, by **August 16th**. Phone: (403) 320-8779 Fax: (403) 328-0521  
Email: [info@interfaithfoodbank.ca](mailto:info@interfaithfoodbank.ca) Mail: Interfaith Food Bank 1116 – 3<sup>rd</sup> Ave. North Lethbridge AB T1H 0H6



**Ticket Pricing:**

**\$55 individual ticket**

**\$500 table of 10 if purchased prior to August 31<sup>st</sup>**

**\$550 table of 10 purchased after August 31<sup>st</sup>**

**Charitable Tax Receipts may be issued for a portion of ticket price.**

- Please send me \_\_\_\_\_ tickets at \$55 each.
- Please send me \_\_\_\_\_ tickets for \_\_\_\_\_ tables of 10 at \$500 per table. (*\$550 after Aug. 31*).
- We will attend and would like to sponsor the event by contributing an additional \$500 to have our logo appear on pre-event advertising and displayed at the event. ***Sponsorship Deadline August 16th.***

**- OR -**

- We are unable to attend, but please accept our donation of \$\_\_\_\_\_.
- We are unable to attend, but would like to sponsor the event by contributing \$500 to have our logo appear on pre-event advertising and displayed at the event. ***Sponsorship Deadline August 16th.***

**Method of payment**

- Cash \$\_\_\_\_\_ (If paying with cash, please bring payments directly to Interfaith Food Bank, 1116 3<sup>rd</sup> Ave. North.)
- Cheque is enclosed, made payable to Interfaith Food Bank Society of Lethbridge \$\_\_\_\_\_.

**Charitable Tax Receipts**

Official receipts for income tax purposes can be issued for tickets purchased:

- \$25 for individual tickets purchased at \$55 each.
- \$225 for tables of 10 at discounted price of \$500, or \$250 if purchased late at \$550.

**Please mark one of the two options below:**

- Please send tickets only, charitable tax receipts not required.
- Please issue charitable tax receipts to:

Donor / Company Name \_\_\_\_\_

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

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

**If you have any special dietary considerations (allergies, etc.) please list below:**

\_\_\_\_\_  
\_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

To submit your completed form, please mail with payment or bring form to Interfaith Food Bank, 1116 3<sup>rd</sup> Ave. North, Lethbridge AB T1H 0H6 by **August 31<sup>st</sup>**. **Tables requested after August 31<sup>st</sup> will NOT receive reduced pricing, individual pricing will apply.**



**Auction Donation and Receipting Information**

Donor / Company Name \_\_\_\_\_

Contact Person \_\_\_\_\_

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

City \_\_\_\_\_ Province \_\_\_\_\_

Postal Code \_\_\_\_\_ Telephone Number \_\_\_\_\_

Email \_\_\_\_\_

**Donated Item(s)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Item(s) Description and Fair Market Value \$ \_\_\_\_\_ Tax Receipt Requested (Y/N) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Authorized by \_\_\_\_\_ Signature \_\_\_\_\_

**Please FAX this form to 403-328-0521 attention Colleen.**

Would you prefer to:

- Have the item(s) picked up or
- Deliver the item(s) to the Interfaith Food Bank at 1116 – 3<sup>rd</sup> Ave. N

If you would like us to pick up the donation, please indicate special instructions for pickup below:

\_\_\_\_\_  
\_\_\_\_\_

**Tax Receipt Information**

The Interfaith Food Bank Society of Lethbridge is a charity registered with the Canada Revenue Agency and must comply with legislation and regulations under the Income Tax Act. As a registered charity, Interfaith Food Bank Society of Lethbridge is responsible for following the Income Tax Act and ensuring that appropriate documentation is completed for each and every transaction.

**Please note that Interfaith Food Bank Society of Lethbridge is only able to provide a tax receipt:**

- To the organization or individual listed on this form;
- For the market value of the item;
- An invoice or receipt **must** be included with this form concerning the market value of the item(s) donated.

**If you have any questions, please contact Danielle McIntyre, Executive Director at (403) 320-8779.**