



**INTERFAITH  
FOOD BANK**  
SOCIETY OF LETHBRIDGE

1103 – 3 AVENUE NORTH  
LETHBRIDGE AB T1H 0H7  
PHONE: 403-320-8779  
FAX: 403-328-0521  
[www.interfaithfoodbank.ca](http://www.interfaithfoodbank.ca)

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 29, 2017 for our 11th 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 dinner and treated to further entertainment and door prizes by our host, Brent Brooks. Also joining the dinner hour entertainment will be local artist Dale Ketcheson on acoustic guitar, and at 9:00 pm the night will be topped off with musical entertainment by local country music sensation, Trevor Panczak.

For the ticket price of \$65, or a table of ten for \$600, 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 \$65 each, or a table of 10 for \$600 if purchased prior to August 31st. 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. We welcome gifts generated from within your inventory, corporate tickets and/or passes, or items purchased specifically for our event.
- **Door Prizes** to be drawn for at the event.
- **Sponsorship Opportunities available until August 15th** – 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 return prior to August 31, 2017. Also, we have included an auction donation form if you would care to donate an item for fundraising purposes. Please feel free to contact Joani 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

### **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 \$40 per seat.

#### **Décor Sponsor \$2,000**

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 event program. Décor Sponsor package includes 4 tickets to the event and up to 6 additional seats may be purchased for \$40 each.

#### **Beverage Sponsor \$2,000**

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 event program. Beverage Sponsor package includes 4 tickets to the event and up to 6 additional seats may be purchased for \$40 each.

#### **Silent Auction Sponsor \$2,500**

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 event program, and on the signage displaying silent auction rules. Silent Auction Sponsor package includes 6 tickets to the event and up to 4 additional seats may be purchased for \$40 each.

#### **Entertainment Sponsor \$5,000**

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, and highlighted in public service announcements sent to local media outlets. Your gift will also be acknowledged in the event program. Entertainment Sponsor package includes 10 tickets to the event and Table Sponsorship.

### **NEW In-Kind Sponsorship Opportunities**

#### **Wine Pull Sponsor**

By sponsoring the Wine Pull, your company will provide the wine and all supplies necessary for conducting a Wine Pull activity at our event. This is a great branding and team building opportunity as your staff team can work together to recruit, assemble and sell the wine to raise funds for Interfaith Food Bank. Interfaith will work with your team to ensure the Wine Pull is a success. Your company logo will be displayed on all pre-event advertising, in the Wine Pull Activity Area, and mentioned throughout the evening by our Master of Ceremonies. Wine Pull Sponsor package includes 4 tickets to the event and up to 6 additional seats may be purchased for \$40 each.

#### **Raffle Sponsor**

By sponsoring the Raffle, your company will provide the raffle item for which guests will purchase tickets throughout the evening. Traditionally, the raffle item has been valued between \$400 - \$600, however, your team can select an item that represents your company best. Your company logo will be displayed on all pre-event advertising, in the Wine Pull Activity Area, and mentioned throughout the evening. Raffle Sponsor package includes 4 tickets to the event and up to 6 additional seats may be purchased for \$40 each.

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## Friends of Interfaith Charity Dinner & Silent Auction

September 29, 2017 6PM  
Italian Canadian Cultural Centre - 1511 St. Edward Blvd. N

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### Request for Invoice

- Please invoice us for the \_\_\_\_\_ Sponsorship Package.
- We would like to purchase \_\_\_\_\_ additional seats for \$40 each to supplement our sponsorship option.
- We will attend the event \_\_\_\_\_ -OR- Please fill our seats with other guests \_\_\_\_\_

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

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

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

Phone \_\_\_\_\_ Email \_\_\_\_\_

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

Please submit to Interfaith Food Bank, by **August 15th**. Phone: (403) 320-8779 Fax: (403) 328-0521  
Email: [info@interfaithfoodbank.ca](mailto:info@interfaithfoodbank.ca) Mail: Interfaith Food Bank 1103 – 3<sup>rd</sup> Ave. North Lethbridge AB T1H 0H7



# Friends of Interfaith Charity Dinner & Silent Auction

September 29, 2017 6PM  
Italian Canadian Cultural Centre - 1511 St. Edward Blvd. N

### Ticket Pricing:

**\$65 individual ticket**

**\$600 table of 10 if payment received by August 31<sup>st</sup>**

**\$650 table of 10 if payment received after August 31<sup>st</sup>**

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

- Please send me \_\_\_\_\_ tickets at \$65 each.
- Please send me \_\_\_\_\_ tickets for \_\_\_\_\_ tables of 10 at \$600 per table. (*\$650 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 15th.***

**- 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 15th.***

### **Method of payment**

- Cash \$ \_\_\_\_\_ (If paying with cash, please bring payments directly to Interfaith Food Bank, 1103 - 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 \$65 each.
- \$200 for tables of 10 at discounted price of \$600, or \$250 if purchased late at \$650.

**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 \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

**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, 1103 3<sup>rd</sup> Avenue, North, Lethbridge AB T1H 0H7 by **August 31<sup>st</sup>**. **Tables purchased after August 31<sup>st</sup> will NOT receive reduced pricing, individual pricing will apply.**



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### 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 Joani.

Would you prefer to:

- Have the item(s) picked up, **-OR-**
- Deliver the item(s) to the Interfaith Food Bank at 1103 – 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 fair market value of the item;
- An invoice or receipt **must** be included with this form concerning the market value of the item(s) donated.

**PLEASE NOTE: We are unable to guarantee event recognition for gifts received after September 8, 2017.  
If you have any questions, please contact Danielle McIntyre, Executive Director at (403) 320-8779.**