



Offshore Ale Co. Dine to Donate Sponsorship Request 2014 - 2015

In order to maintain the continued charitable efforts of Offshore Ale Company in our Island community, we ask that you understand and cooperate with the posted rules for your Dine to Donate.

Name of Organization: _____

Contact Person(s): _____

Physical Address of Organization: _____

Mailing Address of Organization: _____

Organization Website (if applicable): _____

Today's Date: _____

Contact Phone #: _____

Contact Email: _____

Dine to Donate takes place on THURSDAYS, November 2014 through March 2015

Black-out Dates: 11/27/14, 12/25/14, 1/1/15

1st Choice Date of Dine2Donate: _____

2nd Choice Date of Dine2Donate: _____

Signature of Representative: _____

About the Organization: _____

Offshore Ale Company management will review and consider all Sponsorship Requests on a first-come first-served basis. Offshore Ale Company has the right to refuse sponsorship of any organization at any time. "Choice of Date" will be considered but not guaranteed.

If organization is chosen for Dine to Donate, it is up to the Organization to do their part in promoting and encouraging participation from the community. Help Offshore make your Dine to Donate event a success!

How Dine to Donate Works

Prior to Event

Offshore will need 1 person (over 18) from sponsoring Organization in charge of the event, with name and contact information required. This person will be responsible for date selection of the event, advertising event, printing and distributing event tickets, hosting a silent auction (if applicable), and coordinating donation check mailing.

You may use our general “Dine To Donate” ticket or create your own with the same information and logo. Event ticket design must be approved by Offshore management before printing and distributing. Your organization is responsible for, and encouraged to advertise their D2D event where applicable. Acceptable avenues of advertising may be: Email & Mailing newsletters, Social Media, Posters, & Flyers.

Event tickets may be passed out to organization members and their families PRIOR to the scheduled event. DO NOT pass out event tickets on the day of the event on Offshore Ale Company property... Doing so may cause a penalty deduction or forfeit the entire donation. This act can make our customers uncomfortable and reflects poorly on your organization. All advertising must be done off-Offshore property prior to the D2D Thursday date.

Day of Event

Dine to Donate Events run the entire Thursday from open to close, Lunch & Dinner. Typically this will be from 11:30am to 8pm, with a mid-day break. *See posted kitchen hours for your D2D day. Kitchen hours vary seasonally!

Your organizations person in charge is not required to be present throughout the entire event. We do encourage a strong organization presence throughout the day. Your D2D customers will appreciate seeing friendly, familiar faces from your organization!

20% of Pre-Taxed Discounted bill from In-House Food Sales will be donated by Offshore Ale Company to your organization on the selected Thursday when your Event Ticket is presented. The provided *event ticket* must be turned into your server at the time of bill payment, with a copy of your bill in order to receive credit for the donation. Once you've left the building you may not return with an event ticket to apply to your bill. *Take-out orders do not qualify towards D2D funds.*

Offshore Ale Company will take reservation requests on a first-come first-served basis. Reservations are not necessary but are recommended. We will extend our regular reservation policy to maximize seating for D2D guests. Offshore cannot grant all seating request however as space will also be made available to Walk-in guests.

If hosting a Silent Auction, a person from your organization will set up auction items anytime between 11am – 12:30pm on the day of event. Offshore provides space for auction items, bid sheets, clipboards.... and Offshore Ale Co. will also donate two Auction items to your organization!

Post Event:

Your donation check will be mailed within 30 days of the event. Checks must be made out to the Organization and cannot be made out to an individual.

We prefer to limit D2D events to 1 per year for each organization. However, we are open to discuss multiple events.

It is the contact person's responsibility to pass on the enclosed information to all involved with the organization.

The more your organization puts into your Dine to Donate Event, the more it will give back to your organization!

Good luck & Cheers from the Offshore staff

