The Key Event Donation/Advertising Form

Acquisition & Advertising Deadline: January 18, 2019

COMPANY/DONOR INFO.

Donor/Company Name (as to be listed in catalog)

Mailing Address

City State Zip

Phone: (    )  __________________________  E-Mail: _________________________________________________________

Donor Contact Name:

DONATION DESCRIPTION

(Items/certificates must be received by January 18, 2019, to be included in catalog.)

☐ Underwriting  ☐ Corp. Table  ☐ Item  ☐ Service/Certificate  ☐ Advertising  ☐ Raffle Item

Please describe in full detail, including quantity, size, color, restrictions, limitations, expiration dates, etc.  Category _________
____________________________________________________________________________________________________________________
____________________________________________________________________________________________________________________
____________________________________________________________________________________________________________________
____________________________________________________________________________________________________________________

Item Value $ ____________  ☐ List as Priceless Online (if listing an item as priceless, please supply value for tax purposes).

Please Indicate Donation Status

☐ Item/Certificate Attached  ☐ Certificate to be Created by The Key Event  ☐ Item Needs PU. Date: __________

☐ Item/Certificate Will be Mailed  ☐ Donor to Deliver Item. Date: ____________________

ONLINE ADVERTISEMENT

Advertisement is: ☐ Purchased  ☐ Table/Underwriting

☐ Standard…..$250.00

☐ I will provide a high resolution ad. (Image size(pixels): w: 580 h: 286, images must be RGB jpg, gif, or png file.)

Ad Contact Name _______________________________  Email ___________________ Phone ___________________

☐ Please create an ad for me.

Ad Coordinator Contact Name ______________________  Email ___________________ Phone ___________________

Advertisers for The Key Event will need to provide a high resolution logo (.ai or .eps preferred) in addition to their ad for use in event signage and other promotional materials. Please submit to sj23key@gmail.com.

Ad and logo information MUST be received by January 18, 2019, to be included in online and event signage. Thank you!

CASH/UNDERWRITING DONATION

I would like to make a cash donation in the amount of $ ________________ payable to St. John XXIII School.

I would like my donation to underwrite __________________________________________  ☐ Please list as anonymous.

Please make checks payable to St. John XXIII School (formerly Port Catholic School).

Mail to The Key Event
446 N. Johnson St, Port Washington, WI, 53074. Phone: 262-284-2441

St John XXIII Tax ID #81-3008967

White – Booklet Committee  •  Yellow – Item Coordinator  •  Pink – Attach to Item/Certificate