

Donation Amounts and Process

The donation process is simple. We look forward to writing a check for your cause. *Remember, the more support you receive, the more successful the event for your cause.*

- We will donate 20% of the ‘Fundraising Sales’ your organization brings in at your selected Five Guys location.
- For example, if your event is from 5-9, and during that time we receive flyers which account for \$1,000 in fundraising sales, you will receive \$200!
- A good turnout adds up fast for your cause. We want to cut your organization a big check, it’s up to you to help attract your supporters to make your event ‘big’.

Setting up the Fundraiser

Setting up your Fundraising event is simple. Simply visit our website stated below, fill out the requested information and click submit. Some information needed will be:

- Organization or Cause requesting support
- Date and time frame of interest
- Five Guys location within Northern Queens, NY you are interested in hosting your Fundraising event

www.fgfundraiser.com

**Once you submit your information on
our website:**

- We will be in contact with you within **48 Hours** to confirm your event

The key to receiving strong support

The more support your Fundraiser receives, the more funds we will be able to donate to your cause. The key to receiving strong support is following our Fundraising Best Practices:

2-3 Weeks Prior

- We will email you a flyer in which you should start circulating immediately.
- Send an email to co workers or constituents telling them why, when, and where. Attach the flyer for reference.
- Hang the flyer(s) in office, lounge, or anywhere where there is a high concentration of co-workers, etc.
- Post a message announcing the fundraiser on your website, list serve.
- Post a message on social media (facebook, twitter, etc.) communicating the why, when, and where showing the flyer.

Day Before Fundraiser

- Repeat the above



Example Flyer:

Distribute 2 – 3 weeks before the Fundraiser.

Distribute again 1 day before the Fundraiser.

Post the Flyer in office, communication boards, social media.

Hand out flyer copies within your organization.

Please no distribution of flyers in store or on store premises.

FG Fundraiser

For more information or questions email
fgfundraiser@gmail.com

The Donation

Funds to your Organization

- Once the fundraiser is complete, we will total the amount brought in during your event by referencing the sales associated with the flyers tallied during the transaction.
- We will then calculate the donation amount to your organization or cause.
- **Within 5 Business Days of your event, we will have a company check made out to your organization!**

It's that simple!

Our company name here	Date
Pay To The Order Of <u>YOUR ORGANIZATION OR CAUSE HERE</u>	\$\$\$\$
<u>DONATION AMOUNT TO YOUR ORGANIZATION</u>	
FOR <u>FG Fundraiser [Store Location and Date]</u> _____	

COMMUNITY MATTERS

and we look forward to raising money for
your cause!

FG Fundraiser

For more information or questions email
fgfundraiser@gmail.com.