

**Southern Delaware Chorale (SDC)**  
**PO Box 444, Rehoboth Beach DE 19971**

**2025-2026 Request Form to Publish a Program Sponsorship Message or to make a Donation**

We recommend that you go to [Ways to Support on the SDC webpage](#) to make your donation or request your program sponsorship message and pay with either a credit or debit card online. To do so offline, you may download this form in a file named **sd2025-2026 Request Form.pdf** by selecting "MAIL & IN-PERSON DELIVERY DONATION/SPONSORSHIP FORM" under the **Ways to Support** webpage. Then open it, fill it out, and email it to [sdchoralecomm@gmail.com](mailto:sdchoralecomm@gmail.com) or give it to your SDC contact. In this case, you must also give your payment check to your SDC contact or mail it to the Chorale's postal address at the top of this form.

**SDC Supporter** (Business or Contributor name as it should appear in the program):

\_\_\_\_\_

Address: \_\_\_\_\_

Address 2: \_\_\_\_\_

ContactName: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Name of Your Contact at SDC ?** \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Select the size of your desired Program Sponsorship Message (PSM):**

- \_\_\_\_\_ Full page with digital ad at all three concerts - \$400
- \_\_\_\_\_ Full Page (4.25"W x 7.25"H) - \$350
- \_\_\_\_\_ Half Page (4.25"W x 3.5"H) - \$250
- \_\_\_\_\_ Quarter Page (4.25"H x 1.75"H) or (2.125W x 3.5"H) - \$125

PSM Content: Same as previously New or modified

*Please attach a copy of any previous Program Sponsorship Message that we should print again or else attach a new PSM (Also, see **How to Send the Contents of Your Program Sponsorship Message (PSM) to the SDC** on the next page.)*

**For a Donation:** Check only one donation category

- \_\_\_ Platinum Patron (\$1,000 and up)
- \_\_\_ Gold Patron (\$500 and up)
- \_\_\_ Silver Patron (\$250 and up)
- \_\_\_ Benefactor (\$100 and up)
- \_\_\_ Contributor (\$50 and up)
- \_\_\_ Friend (\$25 and up)

Fill in the Total Donation Amount and any applicable Portion Allocated Amount(s)

Total Donation Amount: \_\_\_\_\_ Portion Allocated to Unrestricted General Fund: \_\_\_\_\_ Portion

Allocated to the SDC's Lee Mitchell Scholarship Fund\*: \_\_\_\_\_

*\*Lee Mitchell Scholars are auditioned high school students who receive scholarship money to be used toward music, voice lessons, and participation during the concert season.*

**Printing Deadlines:** PSMs with payment must be received by November 5, 2025. order to appear in the 2025-2026 program book. Donations are accepted at anytime during the 2025-2026 concert season. However the donor's name shall appear in the

program book only for those remaining season concerts occurring at least seven days after the donor's first donation is received during this season.

**Request for an Invoice:** If you need an Invoice from SDC for your PSM or donation, e-mail your request to the SDC Treasurer Blake Blair (at [bblair5@yahoo.com](mailto:bblair5@yahoo.com)) or mail your request for it to the postal address at the top of this form.

### ***How to Send the Contents of Your Program Sponsorship Message (PSM) to the SDC***

**Choice 1:**

Give to your SDC contact a professionally-printed copy of your PSM or business card, this filled-out request form, and your payment check.

**Choice 2:**

Send an e-mail with a PDF file attachment containing a filled-out copy of this request form to Gabrielle Glanville at [sdchoralecomm@gmail.com](mailto:sdchoralecomm@gmail.com) with the subject line "Program Sponsorship". The e-mail should specify the name used in the PSM (e.g., Marty's Pizza) and the size of the PSM. The height and width of the PSM's printed image (without its margins) should be as close as possible to those of the PSM Size that you selected in your request form. Give your payment check to your SDC contact or mail it to the postal address shown at the top of this form.

If you have a text-only PSM, attach it to your e-mail as a plain text file or a Microsoft Word file. If you have a professionally prepared print-ready file containing your PSM, attach the file to your e-mail. Do the same with any separate files containing a logo and/or artwork that appear in your PSM. If you have a high quality printout of your PSM, you may copy or scan it to a high resolution (at least 300 dots per inch) TIF, JPG or PDF file and attach that file to your e-mail.

**Choice 3:** Mail a printed copy of your PSM, your payment check, and this filled-out request form to the postal address shown at the top of this form.

**Do you have any questions related to PSMs, Donations, or partnering with the SDC, or need help with formatting or submitting your PSM?** Send e-mail to Gabrielle Glanville, the SDC Communications Coordinator, at [sdchoralecomm@gmail.com](mailto:sdchoralecomm@gmail.com).

**When e-mailing us, please DO NOT include any credit card or other sensitive information in your e-mail message.**

### ***Thank you for your generous support***

*The Southern Delaware Chorale is a 501(c)(3) non-profit tax-exempt organization.*

*All contributions are tax-deductible to the full extent of the law.*

*This organization is supported, in part, by a grant from the Delaware Division of the Arts, a state agency, in partnership with the National Endowment for the Arts. The Division promotes Delaware arts events on <http://DelawareScene.com>.*