20 February 2024

Dear Sir or Madam:

The American Legion is the nation’s most influential, effective, and dependable advocate of veteran affairs. Leonard C. Barnes Post 450 supports its members and families of military servicemembers.

Our 11th Anniversary Banquet Fundraiser will take place on 15 June 2024 at 3709 Jewella Avenue, Shreveport, LA 71109 (AmeriHealth Caritas of Louisiana), from 6 pm to 8 pm. Our theme is ***“Empowering Our Communities***.” In years past, we have depended upon the generosity of our members privately raising funds. For this upcoming event we are looking to raise $5,000.00 to fund Booker T. Washington & Green Oaks High School JROTC Stipends, Band Donations, and Food Pantry. In addition, our future goals are to obtain a permanent post home where we may assist veterans in preparing claims and obtaining full military healthcare benefits.

Will you consider helping to sponsor our event. By giving to “Empowering Our Communities” 11th Anniversary Banquet Fundraiser Event, you will be able to help us to provide four cadet stipends, funding for band expenses, and buy non-perishable food items for hungry students. In order to keep costs low, we must rely on donations and sponsorships. That way more money can go towards the schools. There are several ways to help:

* Sponsorship Levels & Advertisement Space (see attached paperwork for more details)
* Food & Drink Donations
  + Menu: Brisket, Pull Pork, Sweet Corn, Baked Beans, Rolls, Dessert, Iced Tea, and Punch
* Silent Action Items
  + Item can be donated by you, your company, an employee, or all stated.
  + Market Value must be greater than $25.00 (new items).
  + Purpose items: military/school related; technology, gift cards, merchandise, etc.
* In-kind donations of products, equipment, or services.
* Financial donations, grants, memberships, or scholarships.

Post 450 is actively trying to bridge the gap within our communities that will allow students to thrive in school and their communities. In appreciation of your sponsorship and/or donation, we are happy to offer you free advertisement across our social media accounts for three-months unless otherwise stated. *All monies and donated items are tax-deductible.* Together we can be effective. Deadline for all donations is **18 May 2024.**

Thank you for your consideration, and please do not hesitate to contact me with any questions. We hope to see you at “Empowering Our Communities” 11th Anniversary Banquet Fundraiser.

Sincerely,



Mrs. Wilma Draughn-Davis, Post Adjutant

P.S. We meet every 3rd Saturday of the Month at 717 Crockett Street, Shreveport, LA 71104

11TH ANNIVERSARY BANQUET

SPONSORSHIP/ADVERTISEMENT FORM

***PLEASE PRINT INFORMATION***

Company/Individual Name:

Contact Person Name & Title:

Address:

Phone Number: Email Address:

***DEADLINE FOR SPONSORSHIP/ADVERTISEMENT FORMS & MONIES:* 18 May 2024**

**SPONSORSHIP LEVELS\***

**€ Gold - $500.00**

* Company name, logo, and sponsorship level included in all event programming and/or promotional materials [promotional materials might include flyers, pamphlets, t-shirts, or other merchandise]. Full-Page Advertisement & Display Banner (provided by the company/individual)
* Company name and/or logo included on website, in quarterly newsletter & social media posting for 1-year
* Two Event Tickets & VIP Booth Space

**€ Silver - $250.00**

* Company name, logo, and sponsorship level included in all event programming and/or promotional materials [promotional materials might include flyers, pamphlets, t-shirts, or other merchandise]. Half-Page Advertisement
* Company name and/or logo included on website, in quarterly newsletter & social media posting for 6-months
* Two Event Tickets & Booth Space

**€ Bronze - $100.00**

* Company name, logo, and sponsorship level included in all event programming and/or promotional materials [promotional materials might include flyers, pamphlets, t-shirts, or other merchandise]. Quarter-Page Advertisement
* Company name and/or logo included on website, in quarterly newsletter & social media posting for 3-months
* Two Event Tickets

** Banner/Signage - $50**

* Company Banner or Signage Display at this event only (no larger than 4’L x 2’W)

**ADVERTISEMENT SPACE\***

€ Full-Page $100.00 € Half-Page $75.00 € Quarter-Page $50.00

€ Business Card $25.00 € Honorable Listing $10.00 (name only)

**MAKE CHECKS PAYABLE TO:** American Legion Post 450

**MAIL CHECKS & DONATIONS TO:** Post Office Box 063

Shreveport, LA 71135

*American Legion Leonard C. Barnes Post 450 is non-political; therefore, no political campaigns, banners, slogans, or references are allowed in any form.* \*Sponsorship Levels and Advertisement Space are Tax-Deductible. Acknowledgement Letter will be mailed within two-weeks after event.

11TH ANNIVERSARY BANQUET

***“Empowering Our Communities”***

Saturday, 15 June 2024

SILENT ACTION DONATION FORM

Thank you for your contribution to our silent action. Please complete this form and email or mail to Leonard C. Barnes Post 450, c/o Wilma Draughn-Davis, Adjutant & Event Coordinator, PO Box 5063, Shreveport, LA 71135. Deadline for all donations is **18 May 2024.**

***PLEASE PRINT INFORMATION***

**Donor Name:**

**Donor Organization/Company**:

**Mailing Address**:

**Phone Number**: **Email Address**:

**Item Donated**: **Market Value: $**

**Please provide a brief description of the donated item**:

**Delivery Method:**

* I will deliver the item to Leonard C. Barnes Post 450 Meeting Location
  + 717 Crocket Street, Shreveport, LA 71104
  + On the 3rd Saturday of the Month between 10:30 am – 12:00 noon
* I need a post representative to pick up item (must show membership card)
  + Date: Time:
* I will mail my item to Leonard C. Barnes Post 450
  + PO Box 5063, Shreveport, LA 71135

NOTE:

Donated Items are Tax-Deductible. Acknowledgement Letter will be mailed within two-weeks after event.

Thank You ~ We appreciate your support!!