

The following letter is to be used at Businesses only!

Here are a few pointers...

1. If you are walking in (which is the most efficient way), make sure you are not entering a business that has a “No Soliciting” sign in the door or window. This could be embarrassing for you.
 - a. Always ask the first person you see, “Who would I speak to about receiving sponsorship?” This saves going through several people before getting to the right one.
 - b. Be polite and courteous; even if they don’t seem that way to you. You have to understand that most businesses are hit many times throughout a school year for money and you have not been the only one asking. If the answer is no, regardless of how it is answered to you, say “Thank you and Have a Great Day”.
2. If you are mailing this letter to someone that you do not know; use the following guidelines for the cover letter:
 - a. Always use their surname: i.e. - you’re writing to a 30 year old man called John Smith, you would write: Dear Mr. Smith,
 - b. If you do not know whether the person is a man or a woman, you should start your letter with: Dear Sir or Madam,
 - c. If you do not know if a woman is married or not:
 - i. Married: Dear Mrs. Smith,
 - ii. Not Married: Dear Ms. Smith,
3. The body of the cover letter can vary, depending on if you know this person or not. Be specific, to the point and enclosed the Business Sponsorship Letter.
4. If you are emailing this letter, always type a cover letter to go with the Sponsorship Letter. It gives it a more personal touch.
5. **Sign Your Name on the Bottom of the Letter so that your Player’s account is Credited with 25% of the advertising money received.**
6. Last, but not least...Make sure you mention to the business that you will accept more than \$100.00, if they wish. You can say this in a humorous way!
 - a. DO NOT LOSE THE CHECK or MONEY after you have received it. If the sponsor is mailing the money, it will come to me directly. If you receive cash, please turn it in to me at the end of each week.
 - b. DO NOT hold on to it.



Republic Tigers Lacrosse Club



2009 SEASON BUSINESS SPONSORSHIP PROPOSAL

What a great opportunity to support the Republic Tigers Lacrosse team in Republic, Missouri. This is our fourth year and we have several players, ranging from 8th grade to Senior that will be playing for the 2009 season.

This is not a school sponsored sport, but rather an organized Club sport. It is the responsibility of the Club to finance the sport. The Lacrosse team will play in the Missouri Scholastic Lacrosse Association, and at this time the Springfield Falcons are the only other local team. Our goal is to create enough interest from other local high schools to have an Ozarks Conference in the near future.

With this said, Republic Tigers Lacrosse team is in need of local community support to keep this program running. The equipment, uniform, and start-up cost can be a strain on some worthy athletes interested in playing. We would like to ask for your support of this local team.

Sponsor Benefits for the 2009 Republic Tigers Lacrosse Club Season:

Advertising of \$100.00 or more...

- a. Your Logo and business information will be listed on our team website
- b. The right to display your individual banner at all home games (if you own one)
- c. Your name on all printed media (Media Guides and/or Game-Day Programs - that will be given or sold to parents and interested fans at every home game)
- d. You will receive a 5x7 framed photograph of the Republic Tigers Lacrosse team to display in your place of business
- e. As well as the benefits of the \$25.00 level listed below

Advertising of \$25.00 or more...

- a. An ad will be placed in the Republic Monitor at the end of the Lacrosse season thanking your business for sponsoring our team
- b. Plus, the satisfaction of knowing that you have helped a local sports club program

Payment Options: Donate online by using our PayPal link:
<http://republictigerslacrosse.com/payment.aspx>

or

Make checks payable to:

Republic Tigers Lacrosse Club

c/o Kirk Metzger, 644 S. Hampton Ave, Republic, MO 65738

If you have any questions, please call Steve Gewinner at (417) 379-6856, or e-mail us at RepublicTigersLacrosse@gmail.com. Please e-mail your logo, how you want your business name listed, and who contacted you about sponsoring the club.

