



Donation/Discount Request Application

Hello,

Thank you for asking Action Party Rentals to participate in your fundraising event. We believe your diligence will make your event wonderfully profitable. As one of the Lehigh Valley's well established event companies, Action Party Rentals receives daily requests for donated and /discounted equipment and services. We have developed this program to insure everyone's request is considered fairly. This program allows us to plan and assist as many non-profit organizations as possible.

Below is an application for our partnership. Please print, complete, sign and submit this application for your event. Our Management team evaluates applications on the 15th of each month. Please submit your application 120 days prior to your event.

Please be aware that this program is part of our yearly marketing and advertising budget. As such, we have reasonable expectations for granted donations, as they afford us opportunities to develop future business with attendees of the event. Your assurances that you can provide Action Party Rentals with the information requested enhance our consideration of your application. Failure to live up to your end of the deal may result full price events in the future.

Action Party Rentals is a generous company and is proud to be a part of well-established relationships with various non-profit organizations in our community. We hope your event will be executed flawlessly and meet all of your expectations.

Sincerely,

The Action Party Rentals Team



Donation/Discount Request Application

Date	Contact	
Non-Profit req. assistance and exempt#		
Phone	Fax	Email
Name of event		Date of event
Event Caterer		Event Decorator
Other Event Professionals participating		

Funds raised will be used for:

Number of invitations to be mailed	Media Exposure
Expected Attendance	Last Years Attendance

List the items you wish to have Action Party Rentals underwrite:

In exchange for our support, please let us know what your responsibility will be:

Please check as many as possible.

- ☐ Provide Action Party Rentals a sponsorship equal to the value of the donation.
- ☐ Print Action Party Rentals logo on Event T-shirts
- ☐ Add Action Party Rentals logo to Event Flyers & E-mail blasts
- ☐ Provide Action Party Rentals a table or attendee tickets equal to the value of the donation.
- ☐ Provide Action Party Rentals the attendee email list with contact information.
- ☐ Provide Action Party Rental account executives a minimum of 3 appointments with a potential new client from your board or committee list.
- ☐ Recognize Action Party Rentals two times per hour from the podium during your event.
- ☐ Submit press releases recognizing Action Party Rentals' support of your event.

Signature _____ Date _____

All applications must be submitted 120 days prior to your event. Send completed applications to:
Planning@ActionPartyRentals.com or present to our office in person.