



# ASKING A BUSINESS FOR A SPONSORSHIP

On your application you indicated that you needed some financial assistance. We realize, due to the current economic situation, that some families cannot afford to pay the full \$455 student registration fee or even the reduced fee offered as a financial assistance award. In an effort to assist you, this memo provides some tools to use to help raise some of the registration fee to lower your cost to attend any of the programs offered by Washington Business Week.

We have enclosed three sponsorship forms and return envelopes for you to take to local businesses to request a personal sponsorship. Do not get discouraged if some of the businesses you approach cannot sponsor the full \$455 registration fee. You can have as many sponsors as necessary to bring the cost down to an amount that you can afford.

## Asking for a Sponsorship:

- Go to a local business and ask for the manager or owner. You can also try contacting a local civic club such as a Rotary, Soroptomist, Kiwanis or Lions club.
- Explain to them what Washington Business Week is, why you would like to go and what you hope to gain from the experience. Ask them to sponsor you and be a part of this wonderful opportunity to build on your future. Tell them the benefits of supporting you, a local youth. You will:
  - Develop leadership, team work and life skills that will benefit you regardless of career choice;
  - Be able to make more informed decisions in business, school and life;
  - Be ready to enter the work force as more informed and better prepared employee;
  - Learn from mentors who come from business and industry;
  - Receive information on career and post-secondary opportunities;
  - Participate in a wide range of leadership activities; and
  - Be a more responsible citizen and consumer.
- Be sure to mention that their donation is fully tax deductible. Washington Business Week is a 501(c)(3) organization.
- If they agree to sponsor you, thank them and leave the Sponsorship Card and return envelope with them to fill out and mail back to the Business Week office.
- If they fill out the Sponsorship Card at that moment, thank them and put it in the mail to the Business Week office.
- You can contact the Business Week office by calling (253) 815-6900 or via e-mail at [registrar@wbw.org](mailto:registrar@wbw.org) to request more materials or download the form at [www.wbw.org](http://www.wbw.org).

**\*\*\*Please note that sponsorships do not have to be from a business. Share this opportunity with your family, relatives, friends, and neighbors. Ask your grandparents, aunts and uncles, parent's friends and employers to sponsor you.\*\*\***

Please contact us at [registrar@wbw.org](mailto:registrar@wbw.org) or (253) 815-6900 to let us know that you are working to obtain sponsorships so that we can allow you time to raise the money. The registration fee is due by June 1st.

**GOOD LUCK!**