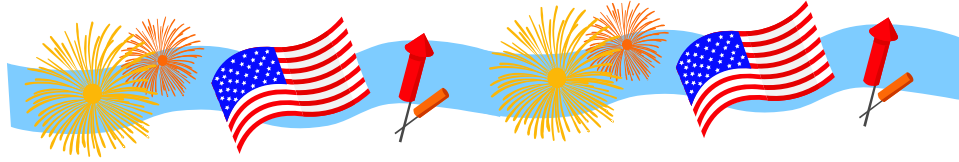


ASCLS PAC SOLICITATION Fund Raising Suggestions



Have a solicitation plan

- When will fund raising occur
 - Be visible
 - Be convenient
- Advertise – tell folks to bring a check or credit card
- Simple solicitations
 - Pass the hat
 - Booth in exhibit hall or table near registration
 - 50/50 raffle
 - Basket Raffle
 - Raffle of some significant item
 - Sale of items
 - Silent Auction
- Other Activities
 - Bowlathon
 - Golf Tournament

Get a committee

- Prepare written instructions
- Train the committee

Obtain materials

- Receipt book
- Pens
- Forms
- Envelopes (for checks)
- Fact sheets
- Donation Log sheet

Wrap Up

- Total collections
- Send checks and log sheets in ASAP – people want to know their contribution arrived:
ASCLS/PAC, 6701 Democracy Boulevard, Suite 300, Bethesda, Maryland 20817

Say thank you

- To committee
- To Donors
 - Pins
 - Article in state newsletter
 -

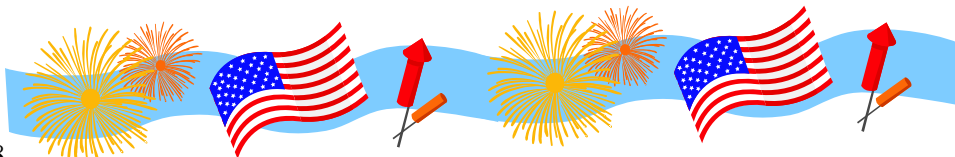
Personal Solicitation Do's and Don'ts

Do-

- Smile and use eye contact
- Use “down tones” (statements) in your voice. Up tones are questions.
- Assume Support
- Keep it simple and short
- Have handout materials
- In some cases, suggest an amount - \$5, 10, 50, 100

Don't-

- Waste time on people who disagree
- Be tentative



ASCLS PAC Donation Log Sheet

Date _____ Submitted by name _____
Address _____
Telephone _____ email _____

Name	State	Region	Amount	Check #

Mail checks and a copy of the log sheet to:
ASCLS/PAC, 6701 Democracy Boulevard, Suite 300, Bethesda, Maryland 20817.

Send a copy of the log sheets to : Suzanne Butch, 1508 South Boulevard, Ann Arbor, MI 48104 so that we can track the donations. Email: butchs@umich.edu

ASCPS PAC Donation Receipt

Date _____

Name: _____

Address _____

Employer _____

Donation Amount _____

ASCLS State _____ ASCLS Region _____

Signature _____

PAC Representative

ASCPS PAC Donation Receipt

Date _____

Name: _____

Address _____

Employer _____

Donation Amount _____

ASCLS State _____ ASCLS Region _____

Signature _____

PAC Representative