



Tahoma Band Fall Field Show Season Financial Assistance Opportunities



\$ Individual Sponsorship Letter – This is a letter that students write individually to friends and family members whom they feel may be able to financially assist them in their participation costs as part of Tahoma Marching Ensemble and Band program!

When writing your letter include the following aspects...

1. Use a personal letter heading
2. Have a clear idea what it is you are asking for...and ask for it!
3. Target the right people...a personal connection
4. Give your letter a headline to instantly explain your point.
 - a. Example: "Request for Sponsorship or Scholarship"
5. Tell them a bit about the band...but don't go overboard.
6. Tell your story
7. Provide good clear contact details
 - a. "Checks payable to "Tahoma Band Boosters"
 - b. Include "Scholarship for ***“insert your name”***" on the memo line
 - c. Mail checks to your address or to the boosters
 - i. Tahoma Band Boosters
Attn: Laura Farish President
P.O. Box 565
Maple Valley, WA 98038
 - d. For questions contact:
 - i. Your name and phone number or
 - ii. Mr. Cole, THS Band Director (425) 413-6228
 - e. Take the time to sign it with your signature
 - f. Don't forget the "Thank You!"
 - i. This means if they send you financial support...make sure you take the time to write them a "Thank You" card.

Scholarship / Donation Form *Fall Field Show Season*

Donor's Name: _____ Today's Date: _____

Amount Donated: _____ Cash Check
To: "Tahoma Band" - Donation for tax deduction)

Supported Participant:

Color Guard Member Band Member Percussion Member Student in Need

Would you like to receive a donation receipt from the boosters? Yes No

Would you like to remain anonymous? Yes No

Turn in Form and Donation to Mr. Cole at THS or mail to: Tahoma High School; Attn: Frances Wood, Cashier; 23499 SE Tahoma Way Maple Valley, WA 98038.

(For Office Use Only)

Date received: _____ Recipient's Name: _____

