

# THE CAROLINA RENAISSANCE FESTIVAL & ARTISAN MARKETPLACE™

The Carolina Renaissance Festival is committed to community involvement and supports the important work of our region's non-profit agencies. Each year the Festival donates \$10,000 in admission tickets for non-profit fundraising use in auctions, raffles, and other fundraising events. The Festival also makes available colorful costumed characters for non-profit event appearances and themeing.

We are asked to support hundreds of worthwhile charitable causes each year and we make every effort to support as many requests as possible. Due to the high volume of donation requests, all organizations are asked to adhere to the following guidelines:

- Donation requests are to be submitted in writing on the organization's letterhead and accompanied by a fully completed Donation Request Form which follows this page. Requests made via telephone will not be considered.
- Donations are only made directly to organizations defined as tax exempt under Section 501©3 or Section 509 of the IRS code. No third-party requests will be considered.
- Only those requests received before September 1<sup>st</sup> of each Festival season will be considered. Requests should not be submitted more than 90 days before the date of your event.
- An organization is only allowed to receive one donation per year. A submitted request does not guarantee a donation. Those not receiving a donation will be notified via email.
- A donation should be considered as a complementary element to the event. Unless informed otherwise, it is recommended that events not be centered on the anticipation of a donation as not all requests are fulfilled. Completion / submission of the Donation Request Form does not guarantee a donation.
- Donated Admission Tickets can be used for auctions, raffles, and other fundraising events but cannot be resold for profit or distributed at the Festival site.
- Use of the Carolina Renaissance Festival name, logos, trademarks, and/or any advertising that implies support or sponsorship of an event must be approved in writing by the Carolina Renaissance Festival.

The cast and crew appreciate your interest in the Carolina Renaissance Festival!

Sincerely,

*Diana Sanchez*

Carolina Renaissance Festival



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Yes! I would like to request a donation from the annual Carolina Renaissance Festival held on eight consecutive weekends, Saturdays and Sundays, October and November.

## Event Details

Event Name: \_\_\_\_\_ Event Date: \_\_\_\_\_

Event Description: \_\_\_\_\_  
\_\_\_\_\_

Event Location: \_\_\_\_\_

Event Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Audience Size: \_\_\_\_\_ Event Type:  Paid Event  Free Event

Will the Event be advertised? Y / N Will the Festival be featured? Y / N

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## Organization Details

Organization: \_\_\_\_\_

Type:  Charity  Church  Civic  School  Business  Other

Organization's Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## Donation Request

Adult Admission Ticket Quantity (\$25.00 value): \_\_\_\_\_ (Ages 13 and up.)

Child Admission Ticket Quantity (\$15.00 value): \_\_\_\_\_ (Ages 12 – 5. Under 5 always free.)

Colorful costumed revelers to mix, mingle, meet, greet, and/or perform at the event? Y / N

\* Donated Admission Tickets can be used for auctions, raffles, and other fundraising events but cannot be resold for profit or distributed at the Festival site. Costumed performers are scheduled on an availability basis.

Donation Request Forms are to be submitted along with a written request on the organization's letterhead. Requests made via telephone will not be considered.

**Mail / Fax / Email along with your request on organization's letterhead by September 1<sup>st</sup>.**

Carolina Renaissance Festival c/o Donation Requests  
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Huntersville, NC 28078  
Fax: (704) 896-5533  
Email: CarolinaMarketing@renfestinfo.com