

Prospect Marching Knights



2017 Car Wash Fundraiser

Saturday, June 24th
10:00 a.m. to 3:00 p.m.

Band Member Information Packet

Chairpersons:

Frank & Laura Carioti
847 259-5107
224 595-5078
pmkcarwash@gmail.com

The Band will be giving away free car washes in seven locations in Mount Prospect and Arlington Heights on Saturday, June 24th from 10:00 am - 3:00 pm. This event has been an annual PMK fundraiser for many years. In past years, we have washed upwards of 400 cars!

- All band members will be assigned to work at a location.
- *We aim to post **site assignments** in the Band Room at the start of Band Camp - **June 19.***
- ***It is up to each band member to review the bulletin board and note his/her location.***

This is a Band Event

All Band members are required to participate in the Car Wash. While it may sound like drudgery, participants have found it to be a fun event where members from different sections of the band work together and get to know one another.

If you have a family conflict with this event, you **must** contact Mr. Barnum and one of the car wash chairpersons (see cover sheet) **IMMEDIATELY.**

Band members are all assigned to specific locations. Locations cannot be changed. This might sound harsh, but it is the only way to keep tabs on an organization this size. It is important to go to the location to which you have been assigned. If you have difficulty with your assignment, please contact Mr. Barnum & a co-chair **IMMEDIATELY.**

The Fund Raising Process

The Pledge Sheet

Your Pledge sheet is attached. Please make as many copies as you need. Pledges will be applied to the total number of cars washed by the entire band.

You Have A Responsibility

We ask that each band member obtain at least 5 pledges. You will directly benefit from the pledges you gather. This is a great opportunity to build up your account as well as help finance our active 2017 schedule. Invite friends, relatives, neighbors and anyone you know (especially your donors!) to come get their cars washed for free (the site information is included in this packet and is also posted on the website at www.prospectband.com).

Put as much effort into this project as you do into your performance – it is that important!

How It Works

Ninety percent of all pledge monies gathered by each student will go directly into his/her own band account. In addition, each site will have a “tip bucket” available for customers that want to make a donation. All the tip money will be pooled together after the car wash. A percentage will be placed into the general band fund to help finance the numerous competitions in store for 2017. The balance will be divided equally among all those PMKs who wash cars during the event and deposited into their individual band accounts.

Example: If the band washes our goal of 400 cars, and your neighbor pledged \$0.05 per car, they would donate \$20. If you received 5 of these pledges, you would have raised \$90 for your account and \$10 for the general band fund.



Pledge Details

- **Advance pledges are the most important fundraiser for the band member.**
- We will keep a tally of number of cars washed and let you know a day or so after the event.
- Donors can limit their pledges. For example “5 cents per car up to \$15.00”. Make sure that this is clear on the pledge sheet. Pledges can also just be a flat dollar amount.
- Some donors may give you money in advance. If so, you still must have them fill out the pledge sheet so you get credit, and mark them as paid. It is very important that you check “Paid” on the pledge sheet for anyone that gives you money. This packet includes a letter that you may give the donor indicating the amount received. You must enter the amount of the donation on the letter (you can make copies of this letter also). Please make sure that all of your pledge information is readable, so please print neatly.
- Donations are made to the Band Boosters, a 501(c)(3) organization, so **donations are tax deductible**.
- **Thank** the people you ask for pledges – whether or not they make a pledge or donation.
- A list of car wash locations is included in this packet. This will help you refer your donors to where they might go to get their car washed. Make copies if you like.

Band Member Sales Pitch

Here is a sample of what to say to your prospects:

“Hi my name is *<your name>* and I am a member of the Prospect High School Marching Band. I will be a *<freshman, sophomore, etc.>* this coming fall and I am in the *<section>* section.

“Our band will be performing in several regional and national competitions this year, including a Bands Of America competition in St. Louis, Missouri.

“We are holding a car wash fundraiser on Saturday, June 24th. We are offering free car washes to the community from 10am to 3pm and asking for pledges for each car the band washes. There will be a number of locations in the Mount Prospect and Arlington Heights area and we hope to reach our goal of 400 cars again this year. Can you help our band with a pledge?”

They may say no. Do not get discouraged... keep going! “Well thanks anyway. If you are driving around on June 24th, please stop by one of our locations and help us achieve our goal of 400 cars. Thank you again.”

Afterward – Turn it in

- Please turn in your donations, **IN THE FORM OF CHECKS ONLY**, payable to: Prospect Band Boosters. If you receive cash, please write **one check** for the entire amount of the cash received. Please place all these items, with your pledge sheet, into one envelope with your name and section clearly written on the outside. Then, either:

A) Drop your envelope in the gray box in the band room by **Monday, July 3, 2017**, as this is the end of part one of band camp.

B) Mail by July 31 to:
Prospect Band Boosters
P.O. Box 63
Mount Prospect, 60056

The Day of the Car Wash

The “call” time is 9:30 am. **Please be on time**, as we have prep work & set up prior to opening up shop at 10:00 am. We will go until 3:00 pm. **Please plan to remain at your site the entire time**; bring whatever you will need for the whole day, including snacks and lunch.

If you're assigned to Friedrichs Funeral Home, the call time is flexible; it may be 9:30 or 11:30. Be prepared to get an update on the day of the event!).

Everyone will **rotate jobs** (signage, directing traffic, washing, rinsing and drying). Each site will have parents who will monitor the work, perform quality assurance, collect signatures and control the funds. **Please respect these parent volunteers and follow their instructions.**

Remember, a poor job reflects badly on our great organization; Take pride in your work, just as you take pride in your performances!

Have a good breakfast and plenty of liquids. It may be hot and you will be active for 4-5 hours (sound familiar?)

Things To Bring Checklist

- ❑ Pack a **lunch** and some **snacks** and **water**. Although some sites may be accessible to water and restrooms, some may close prior to the end of our event. *It is suggested therefore that you bring some additional bottled water.*
- ❑ Wear a PMK **band t-shirt**. Incoming freshmen can borrow from upper classmen. Assume that you are going to get wet. Bathing suits are OK as long as they are appropriate as per District 214 co-curricular code (again, you are representing the band!)
- ❑ Towels and sunscreen.
- ❑ If reasonable, bring your instrument. **Color Guard: please bring a flag!** The more you ham it up, the more our donation pool grows!
- ❑ Ask your parents if they can loan a **hose, step-stool, a cooler, etc.**..Make sure all loaned items are marked with your last name if you want them back, and **take them with you when you leave!!**

After the Fun

At the end of our day, we will need to spend a few minutes cleaning up the site. We must gather up all towels, sponges, hoses, buckets, etc. Your parents may pick you up at approximately 3:15 pm. Remember, we are guests at each site, so please leave the surroundings the same way you found them. Take home everything you brought.

Parent Information

Please Give Us A Hand

We need plenty of help to pull this off. For starters, we need at least four parents per site to manage the site. Remember, the reason we are doing this is to reduce band fees. Please contact the chairperson(s) if you can help.

Ways You Can Help

- **Supervising sites** - oversee washing/quality control/verification of signatures/handling money/rotating students/etc.
- **Lending gear** – We need things like hoses, small step stools and coolers. Label w/name.
- **Making signs** – Do you have a resource &/or artistic skills to make a few posterboard publicity signs for kids to wave? Parents & students welcome.

The Day of the Car Wash

Band members need to be dropped off at their assigned sites no later than 9:30 am (Friedrichs Funeral home is TBA), and can be picked up at 3:15. Car-pooling is encouraged.

Remember to get your own car(s) washed!

Afterward

Watch your email for the grand total of cars.

Remind your PMK to collect pledge funds. Submit check(s) only with your pledge sheets.

See pg. 3.

Who To Contact To Help Out

Frank or Laura Carioti
847-259-5107 (home)
224-595-5078 (F. cell)
224-595-5079 (L. cell)

pmkcarwash@gmail.com



Prospect Marching Knights

Prospect High School
Mt. Prospect, IL 60056

June, 2017

Dear Car Wash Donor,

Thank you for supporting the Prospect Marching Knights Car Wash. The band members will be working hard during the year so that they will be able to demonstrate the quality and pride that comes from our great community.

All of the money we raise through our fundraising events will help defray the costs for Band Members to participate in a "Bands Of America" competition this fall in St. Louis, Missouri, along with regional and statewide competitions.

Thank you for your donation of \$_____.

We welcome you to follow our progress via our web site at www.prospectband.com as we start our march toward this competitive season. Here you can get up-to-date information on the band and all of our exciting upcoming events.

Thank you again for helping the Prospect Marching Knights. Your contributions will help our kids continue in this worthwhile musical program and enrich their education.

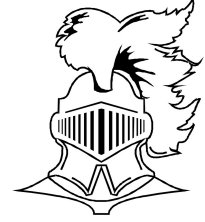
Sincerely,

Frank & Laura Carioti
Prospect Band Boosters
PMK Car Wash Chairpersons

Thank you for your contribution to the Prospect Band Boosters. The Prospect Band Boosters is a 501(c)(3) non-profit organization. Your contribution is tax-deductible to the extent allowed by law. No goods or services were provided in exchange for your generous financial donation. Keep this letter as a record of your donation. FEIN # 51-0138128.



Prospect Marching Knights **Free Car Wash**



Saturday, June 24th, 2017
10:00 am – 3:00 pm

Stop by any of the locations below to show your support for the Prospect Marching Knights. The car wash is free, but your donations are greatly appreciated!

Brunswick Zone

824 East Rand Road, Mt. Prospect

Huntington Bank

50 N. Main Street (Rt. 83), Mt. Prospect

Friedrichs Funeral Home**

320 W. Central Rd., Mt. Prospect

Berkshire Hathaway Starck Real Estate

300 West Golf Road, Mt. Prospect
(Just West of Rt. 83)

Village Bank and Trust

234 W. Northwest Highway, Arlington Hts.

Village Bank and Trust

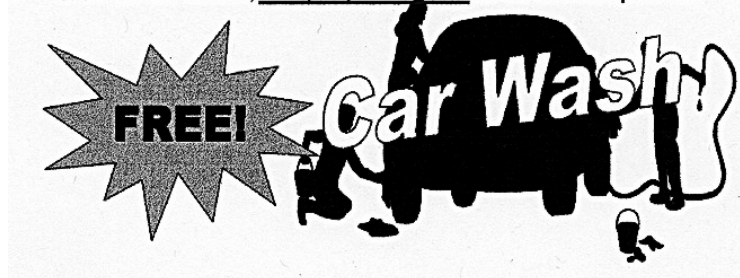
311 S. Arlington Hts Rd., Arlington Hts.

Village Bank and Trust

320 E. Northwest Hwy., Mt. Prospect

**** (this location may only be open 12:00-3:00)**

Check out our website, www.prospectband.com for the most complete list.





Prospect Marching Knights

Car Wash Fundraiser Pledge Sheet

Saturday, June 24th, 2017 10:00am - 3:00pm

To be held at multiple locations in Mount Prospect and Arlington Heights

Band Member Name: _____ Section: _____

Total Cars Washed: _____ Sheet ____ of _____

Donor Name	Mailing Address	City	State	Zip	Phone	Pledge per car	Donation Amount	Paid
(example) Chris Barnum	1234 Any Street	Mt. Prospect	IL	60056	847-555-4321	\$.05	\$15.00	<input checked="" type="checkbox"/>
(example) Chris Alexander	5678 Any Other Street	Arlington Hts.	IL	60004	847-555-6789		20.00	<input checked="" type="checkbox"/>

Donors, please make checks payable to **Prospect Band Boosters**.
Thank you!