



Fairfield  
Home & School  
Association

15 Knoll Road, Fairfield, NJ 07004

contactus@fairfieldhsa.org

Dear Friend, Business Owner & Community Leader,

On behalf of the Fairfield Home & School Association, we are asking for your support for the students of Fairfield NJ Public Schools, educating approximately 700 students in grades Pre-K through Sixth that offer a challenging curriculum in a nurturing environment. We are currently planning our 2024 Spring Fundraiser for **Wednesday, May 15, 2024 at The Mansion at Mountain Lakes** as a Tricky Tray!

Please complete and return IN-KIND DONATION form below. Any type of in-kind **DONATION** would be greatly appreciated; **merchandise, services, and gift cards/certificates or other items of all values are accepted.** Of course, monetary donations to create or contribute to a prize basket are also welcome. And, as a valued local business we would also like to invite you to become a **SPONSOR** or purchase **ADVERTISEMENT** for our Spring Fundraiser. We have multiple options designed for you to choose the proper level for your business (see next page). This is a great opportunity to gain visibility in front of an audience who could benefit and value from your participation at this event.

*The Fairfield HSA is a volunteer, non-profit organization. All donations are tax deductible. Tax ID# 22-3175629*

Thank you for your consideration and taking the time out of your busy schedule to help the students of Fairfield NJ Public Schools. **All donations & forms must be received by May 1, 2024.**

For any questions or pick-up info, please contact **Melissa Foord, (973) 296-7655** or you may also drop off at **81 Glenroy Rd. East in Fairfield, NJ** (don't forget to **include completed form** below with donations)

-----  
**\* SPONSORSHIP/AD SALES \***

**COMPLETE FORM & INFORMATION REQUIRED ON NEXT PAGE**  
-----

**\* IN-KIND DONATIONS \***

Please complete and return this portion w/ your donation(s) by May 1, 2024

\* **Donation(s)** (check all that apply): ☐ **Merchandise** (value: \$\_\_\_\_\_) ☐ **Service** (value: \$\_\_\_\_\_) ☐ **Gift Card/Certificate** (value: \$\_\_\_\_\_) ☐ **Other:** \_\_\_\_\_ (value: \$\_\_\_\_\_)

*checks payable to Fairfield HSA*

**Business Name** (as you want it to appear): \_\_\_\_\_

**Contact Person/Authorized by:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Contact Number:** (\_\_\_\_\_) \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Website:** \_\_\_\_\_

*To make your contribution more visible, your company will be recognized in our event program.*

If considering a sponsorship or buying an ad for this event, please review information and follow directions on the next page.

# \* SPONSORSHIP/AD SALES FOR 2024 SPRING FUNDRAISER 5/15/2024 \*

Please review sponsorship levels and advertising/marketing opportunities for your business.  
Fill out the information below and return this page with payment by May 1, 2024.

BENEFIT/SPONSORSHIP LEVEL	GOLD \$150+	PLATINUM \$250+	DIAMOND \$500+
Social Media mention (500+ Facebook; 400 Instagram followers)	✓	✓	✓
Sponsorship mention on website	✓	✓	✓
½ page program ad		✓	
Full page program ad			✓

**LIMITED - ONLY 2 SPOTS TOTAL OF LIVE TV AD SPACE AVAILABLE DURING EVENT**

Lounge \$150 ✦ Prize Area \$250 ✦ ~~Grand Ballroom \$350~~ **SOLD**

For information or to reserve email [contactus@fairfieldhsa.org](mailto:contactus@fairfieldhsa.org)

Sponsor Level & Amount (check one): ☐ GOLD \$150+ ☐ PLATINUM \$250+ ☐ DIAMOND \$500

Live TV AD Space: ☐ LOUNGE \$150+ ☐ PRIZE AREA \$250+ ☒ ~~GRAND BALLROOM \$350~~

Business Name (as you want it to appear): \_\_\_\_\_

Contact Person/Authorized by: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Number: (\_\_\_\_\_) \_\_\_\_\_ Email Address: \_\_\_\_\_

Website: \_\_\_\_\_

Facebook: \_\_\_\_\_ Instagram: \_\_\_\_\_

**AD & LOGO Specs:** • For best quality, email high-resolution, camera-ready artwork in 300 dpi grayscale or CMYK file format: PDF, PNG, JPEG, (fonts & images embedded, 5MB max file size) • All logos and artwork must be supplied and suitable for reproduction • No handwritten ads will be accepted, unless it is EXACTLY how you want it to appear • ads may be in a different direction/layout to better suit the overall format of the program.

**Artwork FILE(s) and payment due by May 1, 2024. Email file(s) to [ContactUs@FairfieldHSA.org](mailto:ContactUs@FairfieldHSA.org)**  
Payment must be received before we proceed. Cash or check, payable to "Fairfield HSA".  
Mail to: Fairfield HSA | 15 Knoll Road | Fairfield NJ, 07004