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| to | STELLA MARIS COLLEGE – FAMILY COUNCIL  Cambridge Street, Cubao Quezon City, Tel No. 911-0867 |
| Executive Committee | Date |
| President:  Mr. Ferdinand Martinez  1st Vice President:  Ms. Norma D. Betana  2nd Vice President:  Mrs. Alegria Joy Castro  Secretary:  Mrs. Rosalyn Sinchongco  Assistant Secretary:  Mrs. Lizandra Tan  Treasurer:  Mrs. Joy Libatique  Assistant Treasurer:  Mr. Ronald Opinion  Auditor:  Venus Natividad  Assistant Auditor:  Mrs. Catherine Cardenas  Public Information Officer:  Rod Zamoranos  Assistant PIO:  Col. Guillermo  Cabueñas, Sr.  SMC Directress/Principal:  Sis. Teresita Elevera, FMM | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Dear Sir:  Greetings!  We are the Stella Maris College Family Council (SMC-FC), an organization of parents/guardians, faculty, and staff of Stella Maris College – Cubao will hold its 2nd Family Fun Run activity called **“Takbo Stellan 2014”** to promote, encourage, and foster camaraderie, and harmonious relationship among the school’s constituents.  The event entitled will be held at Camp Aguinaldo Grounds, Boni Serrano Ave., Murphy Quezon City on February 9, 2014 at 5:30 to 7:30 in the morning which will be participated by SMC high school students, their family members and friends numbering approximately 1,500 more or less. This will also serve as a fund raising event, proceeds of which will be used to repair the half a century old SMC auditorium and other SMC-FC sponsored charitable projects.  Hereof, we are inviting you to take part in this event as a **corporate sponsor**.  Attached are the event details and sponsorship packages you may avail of. Should you have any questions please do not hesitate to contact the undersigned.  Thank you and we look forward to establishing a fruitful and meaningful partnership with you.  Very truly yours,  C:\Users\Mamu\Desktop\from compacq\My Documents\MCBMC\NDB - FS\ndb signature.png C:\Users\Mamu\Desktop\notes\SMC FC 2013 2014\2014 fun run\Joy L signature.bmp  **NORMA DECLINES-BETANA JOY LIBATIQUE**  Chairman, Marketing & Promotions Committee Chairman, Fun Run Committee  1st Vice President – SMC Family Council Treasurer, SMC Family Council  0906-2619965 0915-2001287  C:\Users\Mamu\Desktop\notes\SMC FC 2013 2014\FM signature.gif C:\Users\Mamu\Desktop\notes\SMC FC 2013 2014\sr tess signature (2).png  **FERDINAND MARTINEZ Sr. TERESITA ELEVERA, FMM**  President, SMC Family Council SMC Principal/Directress |
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**PUBLICITY PACKAGE**

**Print**

* Placement of company logo on the event advertisement poster in the event venue

**Posters and streamers**

* Placement of your company/product or logo in the following promotional materials:
* Tarpaulin standees to be placed at strategic gate entrance of Stella Maris College and Camp Aguinaldo.
* 5 11”x17” posters to be placed at strategic locations inside Stella Maris College campus (subject to approval)

**SPONSORSHIP PACKAGE**

|  |  |  |  |
| --- | --- | --- | --- |
|  | MAJOR SPONSOR  Php10,000 | SECONDARY SPONSOR  Php5,000 | TERTIARY SPONSOR  Php3,000 |
| 1. Billing on all publicity and promotional materials. | X |  |  |
| 2. Open for product lockout to direct competitors. | X |  |  |
| 5. Option to undertake promotional activities during the event proper (game, raffle, etc.). | X |  |  |
| 6. Option to carry out product samplings or set up booth at the designated venue during the event, (subject to approval of the venue administration). | X |  |  |
| 7. Inclusion of the company name or logo on the background of the photo booth during the event. | X | X |  |
| 8. Dissemination of marketing materials (e. g. coupons, leaflets, or premium items). | X | X | X |
| 9. Precedence in marketing collaterals at the event venue (e.g. streamers, posters). | Max of 3 tarp standees | Max of 2 tarp standees | 1 tarp standee |
| 10. Complimentary tickets to the event. | 5 | 2 | 1 |

**SPONSORSHIP CONTRACT**

**NAME OF COMPANY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CONTACT PERSON: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ LANDLINE NUMBER:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**MOBILE NUMBER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-MAIL ADDRESS:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ADDRESS:   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**EXTENT OF PARTICIPATION (Please Check)**

\_\_\_\_\_\_\_\_\_\_ Major Sponsor – P10,000.00

\_\_\_\_\_\_\_\_\_\_ Secondary Sponsor – P5,000.00

\_\_\_\_\_\_\_\_\_\_ Tertiary Sponsor – P3,000.00

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**Payment Details**

Please check and fill in information

**\_\_\_\_\_\_\_\_\_\_\_\_ Enclosed is my check payment Make all check payments payable to Stella Maris College**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_ Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Bank / Check No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_ Enclosed is my cash payment. Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_ Enclosed is my deposit slip remitted to BPI S/A No.: \_0123-4650-83\_ Account Name:**

**Stella Maris College Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

\*\*\*Please email your company name and logo at **stellafamilycouncil@yahoo.com.ph** for the promotional materials.

**AUTHORIZED SIGNATURE:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature over printed name

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Designation

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

***(Please return accomplished Contract to Ms. Norma Betana and/ or Mrs. Joy Libatique***