



Thank you for considering Bittersweet as a partner in your upcoming fund raising event. As one of Alexandria's premier catering and special events companies, we receive daily requests for donated services. So that we address these requests fairly, we have developed our Community Partners Program. We believe we can both achieve better results through partnership with your organization.

Enclosed is an application which needs to be returned to our office. Our management team evaluates these requests on a monthly basis, and we request that you submit this form a minimum of 30 days prior to your event. So that we can continue to sponsor similar events, we must have reasonable expectations of developing future business with supporters of your event. If you have selected Bittersweet as your caterer for this event, you will receive a 10% non-profit discount on all food and beverage selections.

Alexandria is a city of incredibly generous people and Bittersweet is proud to be part of that vibrant community. Best wishes for a successful event.



**BITTERSWEET COMMUNITY
PARTNERS APPLICATION**

Date: _____ **Contact:** _____

Name of Organization: _____

Phone: _____ **Fax:** _____ **Email:** _____

Name of Event: _____

Date of Event: _____

Location of Event: _____

Invitations to be mailed _____

Expected Attendance: _____ **Attendance at last year's event** _____

List the services you would like Bittersweet to underwrite:

In exchange for this support would you agree to:

- _____ provide Bittersweet a sponsorship equal to the value of the donation
- _____ provide Bittersweet a table or attendee tickets equal to the value of the donation.
- _____ provide Bittersweet the attendee list with contact information
- _____ recognize Bittersweet Events from the podium during your event
- _____ submit press releases recognizing Bittersweet's support to your event

ALL REQUESTS MUST BE SUBMITTED A MINIMUM OF 30 DAYS PRIOR TO YOUR EVENT. COMPLETED APPLICATIONS MAY BE MAILED, EMAILED, FAXED, OR PRESENTED TO OUR OFFICE IN PERSON.