



Mount Pleasant Oilers Athletic Team Dinners (Fundraiser) Procedures

The Sports Boosters Fundraising Committee requests that all sports do a minimum of one team dinner as a fundraiser at a participating local restaurant.

To assist SB representatives with this process, below is basic outline of what to do:

1. Coaches will work with their Sports Booster rep(s) to select a date as well as a restaurant that returns a percentage of the proceeds back to the Sports Booster organization . See the participating restaurant list for restaurant options.
2. Each Coach/SB rep will select a night to get the team, as well as family, friends, and the MP community together for dinner at the participating restaurant.
3. The process to set-up a team dinner (fundraiser) differs between restaurants. Once the restaurant is selected the SB rep should contact the restaurant and work through the process with the manager.
 - a. Most restaurants want a minimum two week notice - it varies from each restaurant.
 - b. Most restaurants are willing to host the fundraisers during the week M-W.
4. SB reps need to get the word out.
 - a. Most restaurants will provide a flyer to distribute. This flyer must be presented to the restaurant to ensure the percentage back is given to the Sports Booster organization.
 - b. Print flyers for the athletes to give to their families and friends.
 - c. Send a copy of the flyer (PDF AND JPG are preferred) to oilerboosters@gmail.com. The Sports Booster secretary will send the flyer out to our various email distribution lists as well as posting to the Sports Booster website.
 - d. Forward a copy of your flyer to the following:
 - i. MPHS Principal's secretary, Barb Torpy (btorpy@mtpleasant.edzone.net) so it can be added to the daily announcements.
 - ii. MPHS AD office (Jconway@mtpleasant.edzone.net) so it can be announced at upcoming sporting events.
 - iii. MPPS Central Office: Delayne Schutt (DSchutt@mtpleasant.edzone.net) and Mike Pung (mpung@mtpleasant.edzone.net) for approval and posting to MPPS website.
 - e. Make copies for the concession stand, if applicable.
5. Provide the following information to the restaurant:
 - a. Checks made payable to: Mt Pleasant Oilers Athletic Boosters.
 - b. Please note on check: Team Dinner for _____ (e.g. Soccer, Cheer, etc)
 - c. Mail checks to
Mt Pleasant Oilers Athletic Boosters
1070 Club House Drive
Lake Isabella, MI 48893