



Le Boulanger Doughraising Fundraiser Organization's Guidelines

Le Boulanger Doughraising fundraisers offer schools and non-profit organizations a simple and cost-effective way to raise money. These events are easy to execute and are a fun night out for all! **You bring the guests, we donate the "dough!"** We contribute a percentage of food sales from purchases made by guests who bring in a fundraiser event ticket for the Organization's cause. Doughraising Events take place at your local Le Boulanger on a day and time determined by you and our Marketing Coordinator.

How do I set up a Doughraising Event?

Contact the Le Boulanger Marketing Coordinator at least 30 days prior to your desired event date. You and our Marketing Coordinator will discuss the details of your organization and your goals for the event. After your conversation, you will complete the Doughraising Event Request Form, and return it to our Marketing Coordinator. Once the fundraiser request is reviewed and approved, the Marketing Coordinator will contact you to discuss next steps.

When can I host a Doughraising Event?

Le Boulanger hosts fundraisers during all days and hours of operation (excluding holidays, the Wednesday before Thanksgiving and December 24). The date of your event is determined by you and the Marketing Coordinator.

How can I ensure my fundraiser will raise "dough" and be a success?

Once your fundraiser is approved, you can begin spreading the word! Follow the three easy steps below to ensure your fundraiser night is a success.

1. Start the process early: We request 30 days notice prior to your desired fundraiser date. This allows plenty of time for you to spread the word and for us to prepare for your fundraiser.
2. Fill out a W9: In order for you to get paid, we need to set your organization up in our system.
3. Distribute the Doughraising flyer and event tickets: The Marketing Coordinator will provide you one copy of the Doughraising Event flyer and one copy of Doughraising Event tickets for you to produce more of and distribute. The success of your fundraiser depends on the number of people that attend. For example, if you'd like to raise \$300, you will need to bring in \$2000 worth of sales (based on a 15% donation), which is about 200 people.
 - a. **NOTE: In order for your organization to get credit for purchases on the day of your event, guests MUST bring in the Doughraising Event ticket and present it at the time of purchase.**
 - b. Handing out fundraiser flyers or fundraising event tickets in the restaurant the night of your fundraiser is prohibited.

When will my organization receive the money raised?

You should receive your check within two weeks following the Doughraising Event. (Ask us about over-sized checks.)

Who can have a fundraiser at Le Boulanger?

Le Boulanger will support organizations in the communities we serve, excluding the following:

- Third party giving
- Individuals seeking aid
- Programs that promote religion (e.g. churches, temples, mosques, bible study groups, religious camps, etc.)
 - We DO support private schools where the funds raised go directly towards educational purposes
- Political organizations or candidates
- Capital campaigns
- Conferences, seminars or reunions
- Research projects
- Groups that don't fall under our philanthropic focus ("causes that promote the health, welfare and education of children and citizens in the communities we serve"). For example, animal oriented organizations.

Thanks for thinking of Le Boulanger for your next fundraiser night and we look forward to working with you!
Click here to send an email to the Marketing Coordinator