



OCTOBER 11, 2016

Dear Valued Members and Partners:

On behalf of the 2016 NEWH Atlanta Board of Directors, we would like to invite you to join us on **Thursday, November 3rd** as we host our third annual **November Community Service Sandwich Showdown Event** to benefit local shelters. It is the Season of Giving and last year we made 1,500 sandwiches to feed the hungry! This year's event will be held from **6:00-8:30 pm at DAC Showroom located at 1616 Huber Street, Atlanta Georgia 30318.**

NEWH is an International, Non-Profit organization which began in 1984, and has grown to be the premier networking resource for the hospitality industry, providing scholarships, education, leadership development, recognition of excellence, and business development opportunities.

If you are interested in participating and sponsoring this event for our chapter, please see below. Completed sponsorship forms are due as soon as possible due to our tight timeline. Thank you for joining us in the spirit of networking and giving back!

AVAILABLE SPONSORSHIP LEVELS:

1. 100 Sandwich Sponsorship (*See below list of estimated sandwich supplies)

- Team of 5-6 people
- Sponsor to provide enough sandwich making supplies to make 100 sandwiches (see supply list below)
- Your company logo will be featured prominently in our marketing & promotional materials for the event, and on our Chapter Facebook Page

2. 200 Sandwich Sponsorship (*See below list of estimated sandwich supplies)

- Team of 5-6 people
- Sponsor to provide enough sandwich making supplies to make 200 sandwiches (see supply list below)
- Your company logo will be featured prominently in our marketing & promotional materials for the event, and on our Chapter Facebook Page

3. Beverage Sponsor (2 Sponsorships Available)

- Sponsor to provide beer and wine for approximately 50-60 guests
*Light serving suggested as this is not a large consumption event
- Sponsoring company logo will be featured prominently in our marketing & promotional materials for the event, and on our Chapter Facebook Page

4. Food Sponsor (2 Sponsorships Available)

- Sponsor to provide light appetizers and snacks for approximately 50-60 guests
*Light serving suggested as this is not a large consumption event
- Sponsoring company logo will be featured prominently in our marketing & promotional materials for the event, and on our Chapter Facebook Page

5. Photography sponsor (1 Sponsorship Available)

- Sponsor to pay for photography at the event and attend if preferred.
- Sponsoring company logo will be featured prominently in our marketing & promotional materials for the event, and on our Chapter Facebook Page

***ESTIMATE FOR SANDWICH SUPPLIES:**

To make 100 Sandwiches (this will just double for 200 sandwich commitment)

- **Meat: 3 oz/sandwich= 18.75 lbs. of meat OR (19) 16. oz. Packages**
- **Cheese: 100 slices needed**
- **Bread: 10 loaves needed (22 slices per 20 oz. loaf)**

WHAT WE NEED FROM YOU IF YOU WISH TO SPONSOR:

1. Signed sponsorship agreement form
2. High-resolution logo of sponsoring company
3. **No payment will be collected for sponsorships for this event. Each sponsor is responsible for paying for supplies or beverages as per your sponsor commitment.**

EVENT SCHEDULE:

6:00 – 6:30 Check in and mingle
6:30 – 8:30 Sandwich Making

Sincerely,

Tara Hebert

Community Service Chair, NEWH/Atlanta Chapter
newhatcommunityservice@gmail.com



Sponsorship Agreement

November 2016 Sandwich Showdown

Sponsoring Company: _____
Please submit with proper capitalization and spacing, EXACTLY as it should appear on all published event materials.

Sponsor Representative: _____ Contact #: _____

Mailing Address: _____

Email Address: _____ Website: _____

Alternate Sponsor Representative: _____ Contact #: _____

Please indicate your level of sponsorship:

- 1) Sandwich Making (100 QTY) 2) Sandwich Making (200 QTY) 3) Beverage Sponsor 4) Food Sponsor 5) Photography**

I, the undersigned, as a representative of the sponsoring company listed above, authorize NEWH Atlanta to use the company name, _____, logo, photos, on documents, signage, and advertisement, related to the NEWH Atlanta. Chapter. I also understand that by signing this form, I agree to purchase and provide listed supplies for the event above. I, the undersigned authorize NEWH/Atlanta to use event photos for further NEWH promotions.

Sponsor Representative Name (Printed)

Sponsor Representative (Signature/Date)

SUBMISSION OF MATERIALS: All materials will be submitted (prospective – future action) in accordance with specifications of NEWH Atlanta or its representative. Failure to submit in accordance with these specs may result in production charges. Materials provided after Monday October 21 may not be used in pre marketing efforts.

GOVERNING LAW: This agreement will be governed by and construed in accordance with the laws of the State of Georgia.

ENTIRE AGREEMENT: This Agreement and any and all exhibits (prospective – future action) and attachments are the complete and exclusive agreement between the parties with respect to the subject matter hereof, superseding and replacing any and all prior agreements, communications, and understandings, both written and oral, regarding such subject matter. Pricing will be governed by NEWH Atlanta Sponsor and Vendor Kit, whether printed on paper or electronically. The terms and conditions of this Agreement will prevail over any contrary or inconsistent terms. This Agreement may only be modified, or any rights under it waived, by a written document executed by both parties.

Please complete Sponsorship Agreement and send to: Tara Herbert Community Service Chair NEWH/ATL

Email to: newhatlcommunityservice@gmail.com