



Orchard Springs Elementary Parent Teacher Organization

3300 N 975 W, Pleasant View, UT 84414 • OrchardSpringsPTO@gmail.com
Facebook "Orchard Springs PTO" • Instagram "@orchardspringsPTO"

Dear Friends, Family and Neighbors of Orchard Springs Elementary,

We are excited to welcome Orchard Springs Elementary (OSE) to our community. Opening this year, OSE is the newest addition to the Weber School District. Tied closely to every good elementary school is a strong parent organization aimed at supporting and enhancing student education. Orchard Springs Elementary Parent-Teacher Organization (PTO) is the 501(c)(3) non-profit charitable organization whose mission is just that, supporting and enhancing learning.

We have a unique challenge before us to lay the groundwork for essential programs that will serve OSE students and staff for years to come. Establishing the new school's PTO requires financial support to fund these programs and other school needs. To meet this necessity, we are asking that you join us as an Orchard Springs Elementary PTO Sponsor and become a member of the Owls Nest. Your sponsorship will provide the school with support in programs such as Literacy Week, Art Week, STEM activities, teacher grants for classroom materials, physical education or fitness equipment, field trips, and citizenship enhancing programs. Our goal is to raise \$15,000 through individual donations and business sponsorships to support the nearly 450 new students at Orchard Springs Elementary.

Your sponsorship provides an opportunity to promote your business and support the local community. We offer a tiered recognition program known as the Owls Nest (please see the attached flier). Promoting your business with your name or logo on the PTO banner, social media exposure on our Instagram and Facebook feeds, and your name or logo prominently displayed on our sponsors wall within the school are some of the public recognition you will receive.

We appreciate your support and involvement in enriching the education of our students. To make a contribution, please mail your check along with the Owl's Nest Sponsor Form to Orchard Springs Elementary PTO at the address below. All contributions are tax deductible. A receipt with Tax ID will be provided for all contributions of \$250 or greater and are available upon request for all other contributions. Due to the printing deadline, sponsorships received after **November 1st** will not be included on the Large PTO Banner, all other sponsorship benefits will still be received.

If you would like additional information please email us at OrchardSpringsPTO@gmail.com. You can also contact Lacey Boggess (PTO President) at 801-391-7458 or myself at 801-391-7457.

Thank you in advance for your sponsorship. Your contribution is appreciated by everyone at Orchard Springs Elementary.

Sincerely,

Jason Boggess
Corporate Sponsorship
Orchard Springs Elementary PTO
3300 N 975 W
Pleasant View, UT 84414

Orchard Springs Elementary PTO

Sponsor Recognition Program Details

Legend Level Sponsor a Month Club:

Each month of the school year individual Legend level contributors will be highlighted as a sponsor of the month. During their month each sponsor will have a large personalized vinyl banner with their name/logo prominently displayed at the school thanking them for their support, a printed flyer sent home with each student and social media shout outs on our Facebook/Instagram feeds.

Large PTO Banner:

Each school year a large vinyl banner will be printed to highlight Owls Nest sponsorship members. Legend level sponsors name or company logo will be printed in large scale toward the center of the banner. Guardian level will be medium scale, just out from the Legend level sponsors. Soaring level will be small scale, published on the outer portions of the banner. Hatchling level sponsors will have their names listed in smaller text across the bottom. This banner will be continuously displayed at the school and displayed at many PTO events such as fundraisers, parade entries, family nights, etc. The previous year banner will be used at all events until the following years banner is printed.

Individual Sponsors Gym Wall Banner:

Professionally printed individual vinyl banners prominently displayed on the Orchards Springs PTO Sponsors Wall. Individual banners are provided for Legend, Guardian and Soaring level sponsors.

Social Media Exposure:

Orchard Springs PTO will use Facebook and Instagram for communications with PTO members and the public. As part of our Sponsor Recognition Program we will provide public "Shout Outs" thanking our sponsors for their support. Legend level sponsors will receive 3 "individual" shout outs throughout the school year. Guardian level will receive 3 "group" shout outs, listing them among other Guardian and Soaring level contributors. Soaring level will receive 1 group shout out.

PTO Newsletter:

During the school year a newsletter will occasionally be published and sent to the faculty and parents of all Orchard Springs Elementary. Sponsor recognition sections will highlight Legend and Guardian Owls Nest members who have contributed.

Displayable Certificates of Appreciation:

Legend and Guardian level sponsors will receive a personalized displayable framed certificate of appreciation. Soaring members will receive a personalized letter of appreciation.

Tax Deductible:

Orchard Springs PTO is registered with the IRS as a 501(C)(3) non-profit charitable organization. Your contributions have all the associated tax related benefits. Orchard Springs Elementary PTO EIN# 83-4658358.







Future Promotions:

Our sponsors will automatically receive any new recognition the PTO may add to the annual sponsor recognition program for the level of contribution made during the current school year. For example, if annual sponsors are promoted on T-Shirts for a fun run, current sponsors would be included. In the event the PTO needs to list a Primary Sponsor for an event, and Annual Sponsors are included, the Primary Sponsor named will be the highest contributor for the current year.



Owls Nest

PTO Sponsorship Levels

	LEGEND \$1000+	GUARDIAN \$500+	SOARING \$250+	HATCHLING \$150+
Large PTO Banner	LARGE NAME OR LOGO	MEDIUM NAME OR LOGO	SMALL NAME OR LOGO	NAME ON BANNER
Individual Donor Gym Banner				
Social Media Exposure	THREE INDIVIDUAL	THREE GROUP	ONE GROUP	
Certificate of Appreciation	FRAMED CERTIFICATE	FRAMED CERTIFICATE	LETTER OF APPRECIATION	
Named in PTO Newsletter				
Sponsor a Month				

Selected Sponsorship Package:

- Legend \$1000+ Soaring \$250+
 Guardian \$500+ Hatchling \$150+

Donation Amount: _____

- Check here if you prefer your donation remain private.

Sponsor Information

Sponsor Name: _____

Contact Name: _____
(If a business)

Address: _____

Phone: _____

Email: _____

Please make checks payable to:

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