

## **Ticket Donation Request Policy for the Thrasher Opera House**

As part of the Thrasher's community outreach, we provide a number of tickets each year to qualified organizations to be used for fundraising purposes. To allow us to process in a timely manner the large volume of requests received, we ask that you please note the following guidelines when submitting your request:

- The Thrasher Opera House accepts applications from schools or 501(c)(3) non-profit organizations to be used for fundraising purposes. As a non-profit organization itself, the Thrasher is unable to provide complimentary tickets for other groups or organizations.
- Due to the large volume of requests we receive, we cannot guarantee that all requests will be filled.
- The Thrasher awards a maximum of two tickets (one donation) to a school or organization per calendar year.

**To request tickets for donation:** Send an e-mail with a letter attached to: [info@thrasheroperahouse.com](mailto:info@thrasheroperahouse.com). The letter should be on your organization's letterhead and must include the following information: name of the contact person, complete mailing address with e-mail and phone number; mission statement and purpose of the organization; the type of fundraising event (silent auction, etc.); the date of the event; and a description of the promotional value that the Thrasher will receive. We would also like to know your affiliation with the Thrasher: donor, subscriber, board member, other (please specify) or none.

Requests must be submitted **at least four weeks prior to your event** to allow time for processing and mailing. The Thrasher will respond to all donation requests in writing or via e-mail within two (2) weeks.