



Friendship Center Adult Day Services

CONTACT US

Website: friendshipcentersb.org

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Friendship Center's

THIRD PARTY EVENT FUNDRAISING KIT



Friendship Center Adult Day Services is a nonprofit corporation under the laws of the State of California and has been classified as an organization described in the section 501(c)3 of the Federal Internal Revenue Service Code. The organization is exempt from both state and federal taxes. Our Federal Tax ID No. is 95-3398938.



Friendship Center Adult Day Services

Friendship Center Adult Day Services is a registered non-profit organization dedicated to providing innovative activities and programs that honor individuality, promote socialization, and foster a compassionate community for aging adults. Caregivers receive respite, support, and education, enabling them to achieve balance in their lives. [Click here](#) to learn more about Friendship Center.

Third Party Fundraisers

Third Party Fundraisers are fundraisers benefiting Friendship Center Adult Day Services that are coordinated and implemented by an individual, group of people, or an organization in the community. Bake sales, book sales, dinner parties, silent auctions — the options are endless!

We are thrilled that you want to organize a fundraising event on behalf of Friendship Center Adult Day Services. In producing a fundraising event, we understand that you may have questions, and this third party fundraising toolkit will help be your guide to organizing and producing a memorable event. **Thank you for your support in making an impact to the older adults we serve in our community!**

Third Party Event Fundraising Ideas

- Auction
- Birthday Fundraiser in lieu of gifts
- Bake Sale
- Bingo Night
- Book Sale
- Carnival/Festival
- Concert/Play
- Comedy Show
- Car Wash
- Craft Sale
- Dinner Party
- Facebook Fundraiser (Birthday, Honorarium, Memoriam, or just because!)
- Fitness Class (Yoga, Cycle, Pilates)
- Flower Sale
- Garage Sale/Yard Sale
- Golf Tournament
- Instagram Fundraiser
- Karaoke Night
- Pub Crawl
- Restaurant Giveback Days
- Scavenger Hunt
- School Fundraisers (Walk-a-thon, Talent Show, Dance-a-thon)
- Trivia Tournament
- Wine Tasting



How Third Party Fundraising Works

Third party events are an essential resource for helping raise awareness and funds for Friendship Center.

1. **Come up with your creative idea** (if it's not listed on page 2). This is the fun part. How do you want to raise funds for Friendship Cen for
2. **Complete our online request form**. Our Development and Events Coordinator will get back to you within two business days to chat about your event.
3. **Share your event with your friends, family, and community!** Create fliers, share on your social media accounts and ask your inner circle to share on your behalf.
4. **Host your event.** Take photos and videos and share online — show the community how much you care about Friendship Center by using the power of social media.
5. **Report back** — share your success and feedback with Friendship Center.



We hope you find our **Third Party Toolkit** useful, and if you have any questions, please contact:

Cheryll Puyot

Development and Events Coordinator

events@friendshipcentersb.org

(818) 621-3782



Third Party Fundraising Guidelines

1. All third party events must align with Friendship Center's mission, vision, and values.
2. To host a third party event, we ask that you complete our online request form at least 5 days before your event. Prior Friendship Center approval before hosting a third party event is required. We would love to recognize you for your support and participation.
3. The third party event organizer is responsible for meeting all municipal or local laws and fulfill all legal authorization(s), permit(s), license(s), and/or general liability insurance required to organize the event.
4. Friendship Center must not be party to any liability coverage without prior knowledge. Friendship Center accepts no legal responsibility and cannot be held liable for any risk, injury or otherwise.
5. The third party event organizer will be responsible for all costs related to the event and will handle all monies until the official donation is submitted to Friendship Center.
6. All promotional materials must state that your event is "in support" of Friendship Center and is not an official Friendship Center event.
7. Friendship Center must approve all promotional/advertising copy featuring our name and logo. Friendship Center will provide the third party event organizer our logo and style guide.
8. Involvement of Friendship Center staff and volunteers will be at our discretion and will be based on availability, location, and the nature of the event.
9. If tax receipts are requested, please submit the Sign-in Sheet within 30 days of your event (see page 5).
10. Third party event organizers will submit funds to Friendship Center within 7 days of the event. Mail donations to **89 Eucalyptus Lane / Santa Barbara, CA 93108** or visit us at Friendship Center at the same address. This would make a wonderful photo opportunity!



Social Media Templates

Thank you for hosting a fundraiser in support of Friendship Center! We created a few social media posts ready for you to use to promote your event. We recommend you use images where possible and share event details.

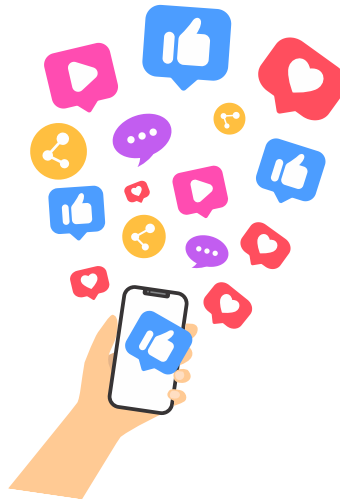
Want to create your own posts? Please use the hashtag **#FriendshipCenterSB** and don't forget to tag **@FriendshipCenterSB** in your posts.

Facebook: [FriendshipCenterSB](#)

Instagram: [FriendshipCenterSB](#)

LinkedIn: [FriendshipCenterSB](#)

TikTok: [FriendshipCenterSB](#)



Examples:

- We are hosting a (insert type of event) in support of **@FriendshipCenterSB** on (insert date and location). Join us as we raise critical funds to help our local elders in Santa Barbara.
- Join us on (insert date) at (insert location) as (insert organization/company name) raises funds for elders living with dementia and other cognitive challenges. 20% of sales will directly benefit **@FriendshipCenterSB**.
- We raised (insert amount) for **@FriendshipCenterSB**! Thank you to everyone that supported our efforts.