



EXCLUSIVELY BENEFITING:



Dear Team Captain,

Congratulations and thank you for becoming a Team Captain. Your commitment to organize a team for the Children's Medical Center Red Balloon Run & Relay® means so much to us. We would not be able to continue to do vital work without your valued support.

Key Contact Info: info@passionforchildrens.org 214-526-9712 www.redballoonevent.org Passion for Children's 4809 Cole Ave, Ste, 345 – LB 127 Dallas, TX 75205	Plan to join us: Team Captain Info Sessions Feb: Appreciation Dinner and Kick off Event Studio Movie Grill @ 75/Royal June: Studio Movie Grill in Plano July: Studio Movie Grill in Plano August: Studio Movie Grill in Plano
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Featured Team

- Increase your exposure in the community. Beginning in March we will highlight a team on the web and in the e-News. Interested in being a featured team? Download a team questionnaire from our website www.redballoonevent.com/fundraising_tools
- Tell us about your team and your fight.

Then send it to info@passionforchildrens.org or fax: 214-528-0770

Be Ambitious

- Set fundraising goals (> \$100/person).
- Challenge your teammates to recruit at least two friends or family to join your team.
- Start Now! Look for co-captains to help you organize smaller groups within your team.
- Create your own team challenge within your team.
- Ask your company to match your fundraising efforts.

Talk it up! Build Team Spirit!

- Set a date and invite others to go over the team information & fundraising packets.
- Develop your strategy early but keep in mind that some of our top fundraising teams did all of their fundraising in only 30 days!
- Download, personalize and carry 'support me' cards with you everywhere you go. Use them to share your fundraising goal with everyone you come in contact with.
- Encourage friendly competition within your team.
- Personalize both your individual and team fundraising pages. Put a picture there and tell how you've been touched by Children's Medical Center.

Be Visual!

- Download and place posters in the most popular gathering places (cafeteria, lunchroom, reception area, break room, gym, cleaners, and hair dressers). Arrange for your team to gather and take team photos to upload to your team page. Be creative!
- Consider creating a team t-shirt. Many teams hold a design contest within their team.



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Thanks for the memories!

- Make sure to thank each member of your team by note, email or a phone call.
- Send notes to anyone that contributed in any way. Make it personal.

We thank you for making a difference for Children's Medical Center!

Frequently Asked Questions:

My company wants to write a check for all or a portion of the registration fee.

Contact our office at 214-526-9712 for details and assistance.

What do I do if I want to change the name of my team?

Simply send the old and new information to info@passionforchildrens.org.

If my friend registered as an individual how do I get them moved to my team?

Send an email with the individuals name and the team name to info@passionforchildrens.org

Our organization would like to compete with each other but still be counted as one company for recognition purposes. Can we do that?

Yes. Have a captain from each competing department create their team name with an identifier of your organization; ABC Company-Accounting, ABC Company-HR, ABC Company-Sales. Be sure to let us know via email (info@passionforchildrens.org) that you wish to be recognized as one team.

What if our company has a matching gifts program?

Attach your receipt to the appropriate paperwork provided by your company and mail it to our office.

Are donations tax-deductible?

Yes. Passion for Children's is a 501(c)(3) organization to solely benefit Children's Medical Center

Will all donations get receipts?

No. In compliance with IRS requirements, receipts will be issued for individual contributions of \$250 and above. For all other donations a cancelled check will serve as a receipt.

What do I do with cash and check donations?

Have all donations that are not collected online sent to you so that you can submit them to our main office. If you receive cash, please convert it to a money order, check or an online credit card donation. All checks and money orders should be mailed by Nov. 13, 2009 to 4809 Cole Ave, Dallas, TX 75205

How do we fundraise?

That is up to you and your team. Just be sure to let people know that you are raising money for your team. For ideas and fundraising tips we recommend that you download the fundraising toolkit found on our tools page www.redballoonevent.com/fundraising_tools

Have a new fundraising idea?

We would love to hear about it at info@passionforchildrens.org