



Penn Manor Productions, 100 E Cottage Ave, Millersville, PA 17551

Dear Advertising Manager,

Penn Manor Productions is thrilled to kick off our new season! Our theatre program is one of the most inclusive extracurricular activities at our school, including more than 150 students. From performance and pit orchestra to construction, costumes and more -we will be working together year-round to prepare our productions.

We need your continued support. Penn Manor Productions is primarily a self-supporting organization. We are contacting local businesses and organizations, hoping that you'll decide to support us this year. This letter includes a variety of ways to do so.

A great way to advertise in partnership with our program is through sponsorships! We take pride in promoting our generous sponsors and advertisers through printed ads in our program booklets, posts on our social media channels, and electronic ad displays on the big screen before our performances. Many levels also include a number of tickets to see the show.

We are also seeking donations for our spring musical raffle. This ticketed raffle takes place in the lobby during our spring performances.. We gladly accept all kinds of raffle prizes, from gift baskets, products or services. We will recognize every raffle item's sponsor at the event, as well as in our promotions.

With this information, we have also attached our fall play poster, which we hope you will display publicly for all to see. Ticket sales are a primary source of funding for our program, and we would love to see members of our community come to support the arts!

Your support, in any variety, is very important to us. Penn Manor's reputation for theatre is strong – with students qualifying to compete at both the state and national levels. In order to attend these events, we rely on the generosity of our sponsors to help defray the cost. We are responsible for the entire production budget including lumber, paint, costumes, lighting and sound equipment, makeup, and printing. We are also responsible for a majority of the licensing contract expenses & royalty payments - which adds up to several thousand dollars beyond the district allotment. We truly appreciate any level of support and every dollar counts.

Please contact Melissa Mintzer with any additional questions. We thank you for your continued support. With sponsors like you, we can continue our mission- to **educate students with a passion for the performing arts.**

Sincerely,

A handwritten signature in blue ink that reads 'Melissa Mintzer'.

Melissa Mintzer
Assistant Director
Email: melissa.mintzer@pennmanor.net
Phone: 717.872.9520 x1958

A handwritten signature in blue ink that reads 'Madison Beatty'.

Madison Beatty
Production Assistant

Penn Manor Productions Sponsorship Information

Thank you for your interest in helping Penn Manor Theatre! We expect over 5,000 audience members throughout our 2018-2019 season.

Fall Show - November 16-17:
Noises Off, a comedy by Michael Frayn

Spring Musical - March 1-2, 8-9:
To Be Announced

| All Star Club (\$250 & up) | Producer's Club (\$200-\$249) | Director's Club (\$150-\$199) | Stage Manager's Club (\$100-\$149) | Leading Role (\$50-\$99) | Chorus Line (\$25-49) | Fan Club (\$5-\$24) |
|--|--|--------------------------------------|--------------------------------------|--------------------------|-----------------------|---------------------|
| 1/2 page ad Electronic Ad Display Social media shoutouts | 1/4 page ad Electronic Ad Display Social media shoutouts | 1/8 page ad Electronic Ad Display | 1/8 page ad Electronic Ad Display | | | |
| 8 show tickets | 6 show tickets | 6 show tickets | 4 show tickets | 4 show tickets | 2 show tickets | |
| Name in program | Name in program | Name in program | Name in program | Name in program | Name in program | Name in program |

Name of Organization, Individuals, or message as it should appear in our program:

_____ (approximately 30 characters)

Contact Name: _____

Contact Phone Number: _____

Contact Email: _____

Name of PM Student/Adult who recruited sponsor*: _____

Sponsorship Level: _____

Amount Enclosed: \$ _____

Deadline for all contracts/payments/ad artwork:
November 1st for fall printing/ February 1st for spring printing

*Students receive credit for sponsorship sales.

Please send all ads, contracts and payments to:
PM Productions, Attention: M. Mintzer,
100 E Cottage Ave, Millersville PA 17551
Email: melissa.mintzer@pennmanor.net

YES - You can count on me to donate an item for the raffle this spring! Contact me in January for more details.