



October 3, 2022

Dear Brookwood Elementary School PTA Partners & Families,

It's that time of year again, and we are contacting you on behalf of the Brookwood Elementary PTA. We are looking forward to hosting our PTA events such as **Carnival (February)**, **Fun Run (April)** and **Party on the Playground (May)** this school year! Those events mentioned are some of our fun opportunities for our school, students, parents, and community partners to come together and support one another. The funds raised from these events support student programs and classroom enhancements such as:

- Brookwood Alumni Scholarships
- PE Equipment and Art Supplies
- Special Programs for Students and Parents
- Library Books
- White Boards in the classrooms
- Individual White Boards for students in each classroom

These events, enhancements, and programs we provide help us to fulfill the greater PTA mission, which is to make every child's potential a reality.

You can support Brookwood PTA and students in several ways, including attendance at any of our PTA community events—we would LOVE to see you! It is our hope that you will also consider supporting us in one or both of the following ways:

- Sponsorship (Family or Corporate)—Financial contribution that comes with benefits for the donor
- Donations of products, services and/or gift certificates

We have many long-standing partnerships in the Clear Lake business community, and we also understand that many of our Brookwood parents own or work for businesses which support community philanthropy. We would like you to support us in the way which makes the most sense to you. As in the past, the success of our events depends on contributions from sponsors and generously donated items. Not only does your sponsorship or item benefit our school, but it also benefits you by improving our community. This is a fantastic opportunity for businesses to take advantage of product placement and advertising in a local market.

Please consider how you can best support Brookwood's PTA. Any sponsorship or donation is greatly appreciated. Please complete the attached form and return it to us as soon as possible, but no later than **January 13, 2023**. Your contribution is tax deductible, so upon receipt of your gift we will send you a thank you letter with our tax identification number to serve as your receipt for tax purposes. Something else to think about—membership is the backbone of our organization. Help us make our voice louder than ever by joining PTA at [jointpta.org](http://jointpta.org). The whole family can join! We also have community memberships available for businesses! If you have any questions, just ask!

We are happy to pick up your contribution or donation when it's ready, or you can mail it directly to our address below (**Attention: Melanie Smith**). If your child attends Brookwood, you can send it with them to the front office. (**Attention: Melanie Smith**).

Thank you in advance for your consideration and willingness to support our students and community. We look forward to hearing from you soon!

Sincerely,  
Jennifer Gartz  
Secretary  
832-392-4804

[secretary@brookwoodpta.com](mailto:secretary@brookwoodpta.com)

Melanie Smith  
PTA President  
512-750-4284

[president@brookwoodpta.com](mailto:president@brookwoodpta.com)



## Brookwood Elementary PTA Business and Community Partnership Form 2022 - 2023

***Our PTA sponsored events this year are Carnival (Feb. 25, 2023), Fun Run (Apr. 22, 2023) and Party on the Playground (May 19, 2023)! We have a wonderful year planned and we can't wait for you to be part of it!***

Level**	Benefit
<p><b>PLATINUM</b></p> <div style="background-color: #800000; color: white; padding: 5px; text-align: center; font-weight: bold; font-size: 1.2em;">\$1000</div>	<ul style="list-style-type: none"> <li>● Guaranteed reserved parking spot for Carnival</li> <li>● Electronic school marquee recognition the week prior and week of sponsored event</li> <li>● Company name/logo on sponsor banner displayed on perimeter fence from late October through end of school year. <b><i>To ensure your Company or Family make the banner please provide information by deadline. See below for more details.</i></b></li> <li>● Includes all levels below</li> </ul>
<p><b>GOLD</b></p> <div style="background-color: #800000; color: white; padding: 5px; text-align: center; font-weight: bold; font-size: 1.2em;">\$750</div>	<ul style="list-style-type: none"> <li>● Company name, logo, and link to website on Brookwood PTA website and Facebook page</li> <li>● Sponsorship recognition artistically displayed in the Great Hall during the week prior to sponsored event</li> <li>● Company name, logo, and link to website published in PTA newsletter</li> <li>● Includes all levels below</li> </ul>
<p><b>SILVER</b></p> <div style="background-color: #800000; color: white; padding: 5px; text-align: center; font-weight: bold; font-size: 1.2em;">\$500</div>	<ul style="list-style-type: none"> <li>● Recognition in PTA newsletter following sponsored event</li> <li>● Booth space at any of the events listed* (table not provided)</li> <li>● Verbal recognition at sponsored events</li> <li>● Includes all levels below</li> </ul>
<p><b>BLUE*</b></p> <div style="background-color: #800000; color: white; padding: 5px; text-align: center; font-weight: bold; font-size: 1.2em;">\$250</div>	<ul style="list-style-type: none"> <li>● Promotional materials included in thank you packet to all students</li> <li>● Family/Company name listed on Carnival t-shirt and Fun Run t-shirt. <b><i>To ensure your Company or Family make the t-shirt please provide information by deadline. See below for more details.</i></b></li> <li>● Booth space at <i>two</i> events* (table not provided)</li> <li>● Family/Company name listed in Great Hall during the week of sponsored event</li> <li>● Includes all levels below</li> </ul>
<p><b>MAROON</b></p> <div style="background-color: #800000; color: white; padding: 5px; text-align: center; font-weight: bold; font-size: 1.2em;">\$100</div>	<ul style="list-style-type: none"> <li>● Social media spotlight on Brookwood PTA website and Facebook page</li> <li>● Booth space at <i>one</i> event* (table not provided)</li> <li>● Includes all levels below</li> </ul> <p><i>*Booth space limited to the first 15 sponsors per event</i></p>
<p><b>BEAR</b></p> <div style="background-color: #800000; color: white; padding: 5px; text-align: center; font-weight: bold; font-size: 1.2em;">\$50</div>	<ul style="list-style-type: none"> <li>● Family/Company name listed in thank you packet distributed to all students</li> </ul>

**\*Deadline for Blue Sponsors and above is January 13<sup>th</sup>, 2023.**

**Any sponsorships received after the deadline cannot be guaranteed to make the printed t-shirt.**

**\*\* \$100 discount to our Platinum sponsors (must have sponsored previous school year to be eligible).**

***Brookwood Elementary School PTA thanks you for your generosity!***

**Item Donations**

In the event you wish to donate merchandise or other tangible items such as gift cards, gift baskets, equipment, food and/or drink items, etc. please see below for further details.

**Double Your Impact with Matching Gifts**

Many companies will match the donations of their employees. We strongly encourage individual donors to take advantage of this generous benefit to help double the impact of your donation for the students at Brookwood Elementary. Please be aware that corporate matching gifts cannot be used to increase your sponsorship level.



**Brookwood Elementary PTA  
Item Donation Form**

*Please return by January 13<sup>th</sup>, 2023*

We will utilize donations of products, services, gift cards, and other items as part of our Silent Auction at Carnival unless otherwise requested. Money raised from the Silent Auction goes to support our PTA mission of to make every child's potential a reality through our projects and initiatives.

Item to be Donated	Value (\$)	Description

**Special Requests or Comments:**

**Donor Information (Person or Business)**

Name \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Contact Name: \_\_\_\_\_

**Sponsorship Payment**

Name for Recognition: \_\_\_\_\_

Amount: \_\_\_\_\_ Date: \_\_\_\_\_ Check # (Payable to Brookwood Elementary School PTA): \_\_\_\_\_

Does your company match? Name of Company: \_\_\_\_\_ Matching Amount: \_\_\_\_\_

**Brookwood Elementary School PTA thanks you for your generosity!**