



**LUPIN HILL ELEMENTARY  
SPONSORSHIP OPPORTUNITIES  
2024-2025**

26210 Adamor Road, Calabasas, CA 91302

E: [LupinHillPFC.Fundraising@gmail.com](mailto:LupinHillPFC.Fundraising@gmail.com) | 501(3)c Non-Profit Tax ID: 95-4550797

NAME OF CONTACT: \_\_\_\_\_

COMPANY and/or SPONSOR NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

EMAIL \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

**Sponsorship options**, please see next page for details. Check your choice(s):

- Option 1: Weekly Schoolwide Emails (\$400/year)  Option 2a: Monthly Vinyl Banner (\$100/month)
- Option 2b: Full Year Vinyl Banner (\$800/year)  Option 3 (\$1000) Option #1 and #2b
- Option 4: Event Specific Sponsorship, check your choice(s):

- Single event (\$350)  Pack of 3 Events (\$900)  Pack of 5 Events (\$1200)

Check your event choice(s):

- Trunk or Treat  Movie Night  Cultural Diversity Fair  Science Fair  Family Dance
- Talent Show  Summer Kickoff  Other \_\_\_\_\_

**TOTAL PAYMENT AMOUNT (Please note):** \$ \_\_\_\_\_ **Date** \_\_\_\_\_

**Signature** \_\_\_\_\_

**PAYMENT OPTIONS**

**CREDIT CARD:** Please provide your email address so we can send you an electronic

invoice: EMAIL ADDRESS: \_\_\_\_\_

**CHECK:**

Please make checks payable to 'Lupin Hill PFC' and drop off at the school office in an envelope labeled "PFC" OR mail the check with this completed form to: Lupin Hill Elementary PFC, 26210 Adamor Rd., Calabasas, CA 91302

For questions, please contact the Lupin Hill Fundraising Team  
[LupinHillPFC.Fundraising@gmail.com](mailto:LupinHillPFC.Fundraising@gmail.com)

Thank you for your generous support of Lupin Hill Elementary! Please retain this portion for your tax records. Donation was made to: **Lupin Hill PFC**

Date: / / Donation Amount: \$ \_\_\_\_\_

Lupin Hill PFC Tax ID: 95-4550797

<p style="text-align: center;"><b>#1</b></p> <p style="text-align: center;">Weekly PFC Newsletter Published Every Monday</p>	<p style="text-align: center;"><b>#2</b></p> <p style="text-align: center;">3x6 Vinyl Banner</p>	<p style="text-align: center;"><b>#3</b></p> <p style="text-align: center;">Weekly PFC Newsletter + Vinyl Banner</p>	<p style="text-align: center;"><b>#4</b></p> <p style="text-align: center;">Sponsorship of a School Event</p>
<ul style="list-style-type: none"> <li>• Full color company logo, hyperlinked to business website, included in weekly PFC newsletter under sponsorship section.</li> <li>• Email newsletter distributed via ParentSquare every Monday to parents of 450+ students..</li> </ul>	<ul style="list-style-type: none"> <li>• Prominently display a banner adjacent to the school parking lot for the entire school year</li> <li>• Seen by families of 450+ students daily at school drop-off and pick up, as well as seen by the public during Agoura Pony Baseball games and practices.</li> <li>• <i>Banner size must be 3'x6' and include grommets for hanging.</i></li> </ul>	<ul style="list-style-type: none"> <li>• Includes both Option #1 and #2, see descriptions in those columns</li> </ul>	<ul style="list-style-type: none"> <li>• Logo placement on event flyer</li> <li>• Event flyer shared via ParentSquare to parents of 450+ students, via weekly newsletter and separate event post.</li> <li>• Business tagged on Instagram in promotion of school event.</li> <li>• <i>Presence at event if desired, must provide own materials</i></li> <li>• <i>Must finalize sponsorship at least 4 weeks before event date to receive full exposure</i></li> </ul>
<p>Potential Reach:</p> <ul style="list-style-type: none"> <li>• Weekly via email to families of 450+ students</li> </ul>	<p>Potential Reach:</p> <ul style="list-style-type: none"> <li>• Daily in-person, Families of 450+ Students</li> <li>• Weekly, Baseball Families and supporters.</li> </ul>	<p>Potential Reach:</p> <ul style="list-style-type: none"> <li>• Weekly via email to families of 450+ students</li> <li>• Weekly, Baseball Families and supporters.</li> </ul>	<p>Potential Reach:</p> <ul style="list-style-type: none"> <li>• Families of 450+ students</li> <li>• 350+ Social media followers</li> </ul>

**\*\*Sponsorship Ad Guidelines\*\***

- **Weekly Newsletter Ad - Business Banner:** please email **PNG sized at 2x3 ratio** to [LupinHillPFC.fundraising@gmail.com](mailto:LupinHillPFC.fundraising@gmail.com)
  - *PFC must review and approve banner graphic, and reserves the right to request changes.*
  - *Logo Banner may not be changed during school year, please include limited basic business info in a full-color graphic, along with website you would like to link to the graphic.*
- **Event Specific Sponsorships:** please email **PNG** of business logo to [LupinHillPFC.fundraising@gmail.com](mailto:LupinHillPFC.fundraising@gmail.com).
  - *Sponsor must provide their own sponsor materials such tent, booth, handouts, favors, etc if presence is desired at event.*
  - *Presence on campus requires a district permit and approval by School of desired activities.*
- **Vinyl Banner Ad Guidelines:**
  - *A digital proof of banner must be shared with PFC for approval before printing.*
  - *All banners must be printed and paid for by the sponsors and be dropped off at the school office*
  - *Banners will be posted by the Lupin Hill Custodian on a first-come-first-serve basis, based on payment/banner drop-off timing; **sponsors are not permitted to hang or remove their own banners.***
  - *Banners will be taken down during summer break. Sponsors may pick up their banners or Lupin Hill PFC can discard upon request.*
  - *Lupin Hill PFC is not responsible for any banner damage such as wear and tear, weather damage or loss.*