

Troop 505 Pancake Breakfast

February 21, 2015

7:00 am --1:00 pm



- **Our biggest fundraiser of the year!**
 - **Over 600 people will be served!**
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What Do You Need to Do?

- Sell tickets to family and friends – each scout should sell at least 10 tickets
 - Sell placemat ads to local businesses
 - Ask for food or Gift Card donations for supplies for the Breakfast
 - Work at least one shift during the event – all scouts and one adult from each family must participate
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What Happens Next?

- December 15 – ticket sales & placemat ad sales packets distributed
 - February 2,9 &16– sign up to work your shift
 - February 2,9 &16– Turn in ad sales
 - February 16 – final cutoff for ad sales (no exceptions!)
 - February 23 – final turn-in of ticket sales money
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For more information, contact:

Tim Atkins (630-666-1903)

tmatkin1@yahoo.com

**Troop 505 Pancake Breakfast
Ticket Sales Packet
Date of Breakfast: February 21, 2015**

Scout Name _____

Total Tickets Received _____ Total Tickets Sold _____ Tickets Returned _____

Donations _____

Money Enclosed _____

Selling Dates: Dec 15 – Feb 21

Sell tickets to family and friends – each scout should sell at least 10 tickets to help the troop

Turn-in dates for money: Jan 26, Feb 2, 19 and 16

Additional tickets available at all meetings and turn-in dates.

Final turn-in of money and unsold tickets: Feb 23, 2015

Use this envelope to return unsold tickets, to enclose money not previously turned in, and to summarize tickets received and sold.

NEED MORE TICKETS OR HAVE QUESTIONS? Contact Mr. Atkins at 630-666-19003 or
tmatkin1@yahoo.com

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Troop 505 Pancake Breakfast Placemat Ad Sales Packet

Selling ads is not mandatory. However, we encourage every scout to sell at least one ad. About 40% of the ad price will go in to the Troop's account (the final percentage will be determined by the Troop Committee).

What are placemat ads?

Our placemats contain ad space that can be sold to local merchants. By advertising with us, businesses promote their goods and services to over 600 guests. A placemat from last year is available as an example. Four different placemats were created to provide excellent visibility to the merchants who advertised with us last year.

How do I sell placemat ads?

Ask local merchants if they will support our troop by purchasing ad space on our placemats.

Ad prices are as follows:

- \$130 for a Triple 3 times a business card size ad
- \$100 for a Double business card front and back or double size ad
- \$60 for a business card size ad
- \$30 for an ad half the size of a business card
- \$20 for a one-line ad (with simply a name and address or phone number)

Complete the attached order form for each ad that you sell. Make additional copies of the form if you sell more than one ad.

1. For all ads, obtain 2 clean business card or camera-ready artwork.
Low-quality images will not be accepted!
2. Attach one business card to the order form and keep the second in an envelop to be handed in with your order. (this should allow for at least one good card for scanning)
3. If the business has pdf or jpg files they would like to use they can be emailed to Mr. Birch at ad-pcb@troop505.org
4. For \$20 single line ads, specify the exact content of the one-liner on the order form.
 - a. Ask for a business card as it helps with spelling and bad hand writing.
 - b. No business card or artwork can be printed in the ad.
5. Offer the merchant a receipt for their ad
6. Remember to say Thank You!!

When calling on businesses, wear your Class A uniform to promote a positive image.

What if the business offers a coupon, gift certificate or donation?

This is great! Some merchants offer coupons or other giveaways instead of advertising. Turn in all coupons and giveaways so we can use them as door prizes during our breakfast.

When do I need to turn everything in?

Start turning in money and order forms at the **First Meeting in January**. You can keep selling and turn in more ads but the sooner we have the ads to scan the better.

All money and order forms must be turned in by **Feb 16, 2015**. NO EXCEPTIONS!

Ads turned in after Feb 16 will be returned and the scout will have to refund the money to the business who purchased the ad. Don't let this happen to you!

Boy Scout Troop 505
26th Annual Pancake Breakfast
February 21, 2015
Placemat Ad Order Form

Business Name _____

Contact _____

Address _____

City/State/Zip _____

Telephone _____

Check one box only ...

One Line Ad for \$20

Write name and address or phone number – **limited to one line, no graphics**

1/2 Business Card Ad for \$30

Attach camera-ready artwork –
must fit within rectangle (3.5" x 1")

Business Card Ad for \$60

Attach business card or camera-ready artwork –
must fit within rectangle (3.5" x 2")

Double business Ad for \$100 - 7" x 2" Front and back side by side

Double business Ad for \$100 - 3.5" x 4" " Front and back stacked

Triple business Ad for \$130 - 7"x 4"

Scout Name _____

Boy Scout Troop 505
26th Annual Pancake Breakfast - February 21, 2015
Placemat Ad Receipt

Please use these receipt forms for businesses that request a receipt. If the business requests a more formal receipt or invoice, please email the information along with the email address of the business and the troop will send out an invoice. Email receipt request to ad-pcb@troop505.org

Receipt		
Date:	Receipt Number:	
Received From:		
For Payment Of: Ad for Troop 505 Pancake Breakfast 2/21/2015		
Payment Amount: \$		\$.
Payment Method		Previous Balance:
Check	<input type="checkbox"/>	Amount Paid:
Cash	<input type="checkbox"/>	New Balance: 0
Money Order	<input type="checkbox"/>	Received By:
		Memo:

Receipt		
Date:	Receipt Number:	
Received From:		
For Payment Of: Ad for Troop 505 Pancake Breakfast 2/22/2014		
Payment Amount: \$		\$.
Payment Method		Previous Balance:
Check	<input type="checkbox"/> #	Amount Paid:
Cash	<input type="checkbox"/>	New Balance: 0
Money Order	<input type="checkbox"/>	Received By:
		Memo:

Troop 505 Needs Your Help !!

Due to the format for our Annual Pancake Breakfast, we need access to about six “buffet-sized” (large rectangular) chafing dishes.

If you are willing to loan us this, or if you can help provide other supplies or food items (listed below), please contact Tim Atkins – 630-666-1903 or Tmatkin1@yahoo.com before Feb 14, 2015.

Apple Juice Apple Sauce Milk Orange Juice
Oranges Styrofoam Cups, Bowls or Plates

Thank you !

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