



Dear Club Director,

Enclosed is a form that may be used as a tool for soliciting funds that will be useful for those who are donating. Please give this letter to the businesses and or individuals who may be interested in supporting volleyball in the Iowa Region. When going to a business here are a few simple guidelines you should follow.

- When approaching a manager or business owner introduce yourself and give a description of your club. Also explain to them USA volleyball.
- Explain to them who the Iowa Volleyball Region is, and tell them about our non-profit status. Let them know that we provide paperwork (enclosed) proving our non-profit status and that most donations are tax deductible.
- If they do decide to donate please have them fill out the contribution form. All checks must be written out to the **IOWA VOLLEYBALL REGION** to be considered tax deductible. Have them put club name or the player name in the memo line. **CHECKS WRITTEN TO THE ATHLETE WILL NOT BE ACCEPTED AND ARE ILLEGAL IF THE ATHLETE WANTS TO PARTICIPATE IN NCAA DIVISION I VOLLEYBALL.**
- Finally, thank them for their donation.

Business and individuals can give the contribution form and checks to you or they can be sent directly to the Iowa Volleyball Region Office. Please ensure that the form is filled out correctly and completely to avoid error in processing your account. **Have the business or individual who is donating cut off the bottom portion of the form and keep it as a receipt for the tax deduction.**

Sincerely,

Iowa Volleyball Region



Contribution Form
Iowa Regional Volleyball

Name: _____

Company: _____

Address: _____

Phone: _____

Email: _____

Amount Donated: _____

Athlete or Club Requesting Donation: _____

Please make check payable to the Iowa Region Volleyball

Write the athlete or club name in memo line.

******KEEP THIS PORTION AS A RECEIPT FOR TAX DEDUCTION PURPOSES******

IOWA VOLLEYBALL REGION

8170 HICKMAN RD SUITE 5

CLIVE, IA 50325-4400

PHONE: 515-727-1860

FAX: 515-727-1861

42-1213148

EMAIL: lynne@iavbreg.org

Thank You for your donation of \$ _____ to the Iowa Volleyball Region junior programs. The Iowa Volleyball Association is a 501(c)3 organization so your contributions are tax deductible. No goods or services were provided by the Iowa Volleyball Region in exchange for this contribution.

Yours,

Lynne Updegraff

Lynne Updegraff, Iowa Region Commissioner