

Prospect Marching Knights



2023 Car Wash Fundraiser

Saturday, June 24th
10:00 am to 3:00 pm

Band Member Information Packet

Chairpersons

Carrie Feldgreber, Ynez Latkowski, or Pat Tokimoto
pmkcarwash@gmail.com

PMK will provide free car washes at six locations in Mount Prospect and Arlington Heights on Saturday, June 24th. This event has been an annual PMK fundraiser for many years. In past years, we have washed upwards of 500 cars!

- All band members will be assigned to work at a location.
- **Site assignments** will be posted on the bulletin board outside the Band Room during the dinner hour on **Tuesday, June 20th**.
- It is up to each band member to review the bulletin board and note his/her location.

A Full Band Event

All band members are required to participate in the car wash. While it may sound like drudgery, participants have found it to be a fun event where members from different sections of the band work together and get to know one another.

If you have a conflict with this event, you **must** contact Mr. Barnum and the car wash chairpersons – Carrie Feldgrerber, Ynez Latkowski or Pat Tokimoto (see cover sheet) immediately.

Band members are assigned to specific locations. Locations cannot be changed. This might sound harsh, but it is the only way to keep tabs on an organization this size. It is important to go to the location to which you have been assigned. If you have difficulty with your assignment, please contact Mr. Barnum and Pat Tokimoto.

The Fundraising Process

The Pledge/Donation Sheet

Your pledge sheet is included in this packet. Please make as many copies as you need. Pledges will be applied to the total number of cars washed by the entire band. Donations of a flat amount are also encouraged.

You Have A Responsibility

We ask that each band member obtain at least 5 pledges/donations. You will directly benefit from the pledges you gather. This is a great opportunity to build up your account as well as help finance our 2023 marching band schedule. Invite friends, relatives, neighbors and anyone you know (especially your donors!) to come get their cars washed for free. (The site information is included in this packet and is also posted on the website at www.prospectband.com.)

Put as much effort into this project as you do into your performance – it is important!

How It Works

Ninety percent of all pledge monies gathered by each student will go directly into his/her own band account. In addition, each site will have a "tip bucket" available for customers that want to make a donation. All tip money will be pooled together after the car wash. A percentage will be placed into the general band fund to help finance the numerous 2023 competitions. The balance will be divided equally among all those PMK members who wash cars during the event and deposited into their individual band accounts.

Example:

If the band washes its goal of 500 cars, and your neighbor pledged \$0.05 per car, they would donate \$25.00. If you received 4 of these pledges, you would have raised \$90 for your personal account and \$10 for the general band fund.

Pledge/Donation Details

- **Advance pledges/donations are the most important fundraiser for the band member.**
- We will keep a tally of number of cars washed and report on results after the event.
- Donors can limit their pledges. For example, “5 cents per car up to \$15.00.” Make sure that this is clear on the pledge sheet. Pledges also can be a flat dollar amount.
- Some donors may give you money in advance. If so, you still must have them fill out the pledge sheet so that you get credit. It is very important that you check “Paid” on the pledge sheet for anyone who gives you money.

This packet includes a letter you may give the donor indicating the amount received. Make as many copies as you need. You must enter the amount of the donation on the letter. Please make sure that all pledge information is printed neatly.

- The Band Boosters is a 501(c)(3) organization, so **donations are tax deductible.**
- Thank the people you ask for pledges – whether or not they make a pledge or donation.
- A list of car wash locations is included in this packet. This will help you refer your donors to where they might go to get their car washed. Make copies if you'd like.

Band Member Sales Pitch: Sample of What to Say

“Hi my name is *<your name>* and I am a member of the Prospect High School Marching Band. I will be a *<freshman, sophomore, etc.>* this coming fall and I am in the *<instrument>* section.

“Our band will be performing in several regional and national competitions this year, including a Bands of America competition in Whitewater, Wisconsin.

“We are holding a fundraiser on Saturday, June 24th, and offering free car washes to the community from 10am to 3pm. I am asking for pledges for each car the band washes. There will be six locations in the Mount Prospect and Arlington Heights area and we hope to reach our goal of 500 cars again this year. Can you help our band with a pledge?”

They may say no. Do not get discouraged... keep going!

“Thanks anyway. If you are driving around on June 24th, please stop by one of our locations and help us achieve our goal of 500 cars. Thank you, again.”

Turn in Funds

Turn in your donations, **IN THE FORM OF CHECKS ONLY**, payable to: Prospect Band Boosters. If you receive cash, please write **one check** for the entire amount of cash received. Place all checks, along with your pledge sheet, into one envelope with your name and section (instrument played in the PMK) clearly written on the outside. Then, either:

A) Hand deliver your envelope:

Drop in the gray box in the band room by **Wed., June 28, 2023**

Prospect Band Boosters
P.O. Box 63
Mount Prospect, 60056

B) Mail by Friday, July 20, 2023 to:

Day of Car Wash

Call Time is 9:30 AM

Please be on time. as we have prep work and set up to complete prior to opening at 10:00 am. We wash until 3:00 pm. **Plan to remain at your site the entire time;** bring whatever you will need for the whole day, including water, snacks and lunch.

Note: If you're assigned to Friedrichs Funeral Home, the call time and car wash operating times may change so please be flexible; call time may still be at 9:30am and conclude at 3:00pm or the call time may be as late as 12:30pm extending the car wash an additional hour to 4:00pm for this site. Be prepared to get an update the day before the event.

Everyone will **rotate jobs** (signage, directing traffic, washing, rinsing and drying). Each site will have parents who will monitor the work, perform quality assurance, collect signatures and control the funds. **Please respect these parent volunteers and follow their instructions.**

Remember, a poor job reflects poorly on our great organization. Take pride in your work, just as you take pride in your performances!

Have a good breakfast and drink plenty of liquids. It may be hot and you will be active for 4-5 hours (sound familiar?).

Checklist: What to Bring

- Pack a **lunch** and some **snacks** and **water**. Although some sites provide access to water and restrooms, others do not or close prior to the end of our event.
- Wear a comfortable pair of shorts, shoes, and your PMK **band t-shirt**. Incoming freshmen and new band members who do not have a PMK or PHS t-shirt can wear any blue t-shirt. Assume that you are going to get wet so plan accordingly.
- Towels and sunscreen.
- Make a poster board sign to wave and, if reasonable, bring your instrument.**
Color Guard: bring a flag. The more you ham it up, the more our donation pool grows!
- Ask your parents if they can loan a **hose, a step stool, a cooler, etc.** Make sure all loaned items are marked with your last name if you want them back, and be sure to take them with you when you leave.

After the Fun

At the end of our day, we will spend a few minutes cleaning up the site. This includes gathering up sponges, chamois, buckets, hoses, etc. and disposing of any garbage. Parents may pick up kids at approximately 3:15 pm. Remember, we are guests at each site, so please leave the surroundings the same way you found them. Take home everything you brought.

Parent Information

Please Give Us A Hand

We need plenty of help to pull off a fundraiser of this size. For starters, **we need at least 4-5 parents per site to supervise**, which includes overseeing washing, quality control, verification of signatures, handling money and rotating students. Remember, the reason we are doing this is to reduce band fees. Please contact the chairperson – Chris Alexander to volunteer or sign up on Sign Up Genius by going to:

<https://m.signupgenius.com/#!/showSignUp/10c0c44aba728a5f5c43-parent1>

Other Ways to Help

- **Lending gear** – We need extra hoses, small step stools, coolers and pop-up tents. Label with your name.
- **Posting notices** – Car wash posters are printed and ready for hanging at shops and restaurants in Mount Prospect and Arlington Heights.
- **Making signs** – Artistic skills are appreciated for poster board signs the kids can wave at cars on the day of the event.

Day of the Car Wash

Band members should be dropped off at their assigned sites no later than 9:30 am (Friedrichs Funeral home drop off will be confirmed Thurs evening prior) and can be picked up at 3:15 pm. Car-pooling is encouraged. **Remember to get your own car(s) washed!**

Post-Car Wash

- Check the Prospect Band website for the grand total of cars washed.
- Remind your PMK to collect pledge funds.
- Submit check(s) only with your pledge sheets (see page 3).

If You Can Assist, Contact:

Carrie Feldgreber, Ynez Latkowski, or Pat Tokimoto
pmkcarwash@gmail.com



Prospect Marching Knights

Prospect High School
Mt. Prospect, IL 60056

June 2023

Dear Car Wash Donor,

Thank you for supporting the Prospect Marching Knights Car Wash. The band members will be working hard during the year to demonstrate through music the quality and pride of our great community.

All money raised through fundraising will help defray the costs for band members to participate at the Bands of America Super Regional competition held in St. Louis, Missouri this fall, along with many other regional and statewide competitions.

Thank you for your donation of \$_____.

We welcome you to follow our progress via our website at www.prospectband.com as we start our march toward this competitive season. Here you can get up-to-date information on the band and our exciting upcoming events.

We greatly appreciate your support. Your contribution helps youth continue in this worthwhile musical program and enriches their education.

Sincerely,

Carrie Feldgreber, Ynez Latkowski and Pat Tokimoto
Prospect Band Boosters
PMK Car Wash Chairpersons

Thank you for your contribution to the Prospect Band Boosters. The Prospect Band Boosters is a 501(c)(3) non-profit organization. Your contribution is tax-deductible to the extent allowed by law. No goods or services were provided in exchange for your generous financial donation. Keep this letter as a record of your donation. FEIN # 51-0138128



Prospect Marching Knights



Free Car Wash

Saturday, June 24, 2023
10:00 am – 3:00 pm

Stop by and show your support for the Prospect Marching Knights.
The car wash is free, but donations are greatly appreciated!

Berkshire Hathaway Starck Real Estate

300 West Golf Road, Mt. Prospect
(NW Corner of Golf Rd and Rt. 83)

Bruce Automotive

422 E. Northwest Hwy., Mt. Prospect

Faith Lutheran Church

431 S. Arlington Hts Rd., Arlington Hts.

First United Methodist Church of Arlington Heights

1903 E. Euclid Ave, Arlington Hts.

Friedrichs Funeral Home

320 W. Central Rd., Mt. Prospect

Moose Lodge 660

601 N Main St, Mt Prospect

Village Bank and Trust

234 W. Northwest Highway, Arlington Hts.



Prospect Marching Knights



Car Wash Fundraiser Pledge Sheet

Saturday, June 24 2023 | 10:00am - 3:00pm

To be held at multiple locations in Mount Prospect and Arlington Heights

Band Member Name: _____ Section: _____

Total Cars Washed by PMK: _____ Sheet _____ of _____

Donor Name	Mailing Address	City	State	Zip	Phone	Pledge per car	Donation Amount	Paid
(example) Chris Barnum	1234 Any Street	Mt. Prospect	IL	60056	847-555-4321	\$.05	\$15.00	<input checked="" type="checkbox"/>
(example) Chris Alexander	5678 Any Other Street	Arlington Hts.	IL	60004	847-555-6789		20.00	<input checked="" type="checkbox"/>

Donors, please make checks payable to
Prospect Band Boosters. Thank you!