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Name
Business Title
Address
City, State, Zip Code

Dear [Donor],

I am writing to you today on behalf of Kaleidoscope — Stetson University's Gay/Straight Alliance to update you about an exciting event happening in the Spring of 2009: Kaleidoscope will be hosting the first ever Central Florida Gay and Lesbian Theater Festival.

The festival will be presented the week of March 23rd through March 29th on Stetson University's main campus in Deland, FL. The festival will present up to 10 fully staged original or pre-existing plays/musicals, as well as a number of staged readings of full length and one act plays/musicals. These will be presented to the students and surrounding community at different locations on the University campus throughout the week of the festival. Our mission is to spread GLBT awareness and host an entertaining and educational event which will spur further events in the future.

Events such as this festival can only be successful through the support of community members such as you. At this time we are asking for donations from members of the local community to help create and support this first ever event.

Donations of any size, large or small, will be accepted and greatly appreciated. Special thanks and contributor names will appear in the souvenir program which will be distributed throughout the event. You will find enclosed a list of suggested donations and gifts for each donation amount.

We sincerely appreciate your time and hope that you consider supporting us in what will surely be a historic event for Central Florida, the theater community, and the GLBT community. It is our hope that through the magic of theater, we can provide the opportunity for the people of Central Florida to be inspired as well as entertained. Thank you for your time and contributions.

Sincerely,

For more information about the festival or the organization, please visit our website:
www2.stetson.edu/kaleidoscope/

Suggested Donations and Gifts

1. Actor: Donation of \$50 (fifty dollars) or more.

- Listing in the souvenir program
- A copy of the souvenir program

2. Stage Manager: Donation of \$100 (one-hundred dollars) or more.

- Listing in the souvenir program
- A copy of the souvenir program
- Two tickets to one production of their choice during the festival.

3. Staring Role: Donation of \$200 (two-hundred dollars) or more.

- Listing in the souvenir program
- A copy of the souvenir program
- Two tickets to two productions of their choice during the festival.
- Invitation to opening night champagne reception following opening night performance.

4. Director: Donation of \$350 (three-hundred and fifty dollars) or more.

- Listing in the souvenir program
- A copy of the souvenir program
- Two tickets to three productions of their choice during the festival.
- Invitation to opening night champagne reception following opening night performance.
- Invitation to closed dress rehearsal for *Kiss of the Spider Woman*

5. Executive Producer: Donation of \$500 (five-hundred dollars) or more.

- Listing in the souvenir program
- A copy of the souvenir program
- Invitation to closed dress rehearsal for *Kiss of the Spider Woman*
- Invitation to opening night champagne reception following opening night performance
- Two tickets to all 4 major performance offered in the festival with priority seating. (The 4 major performances include *Corpus Christi*, *Take Me Out*, *Kiss of the Spider Woman*, and *Zanna Don't*)