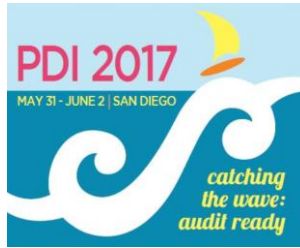


## Chapter Charity Event

### Official Rules for Participants:

- Each participating Chapter will be limited to 3 items.
- Chapters wishing to participate should email the “Participation Interest Form” as soon as possible to Jenny Giang at [jenny.giang@navy.mil](mailto:jenny.giang@navy.mil).
- Upon receipt of this form, the PDI Committee will send each Chapter a confirmation email with the “Charity Item Description Form.” This form allows the descriptions to be in the same format for consistency and to be easily reviewed by attendees. Your submitted descriptions will be displayed with the item.
- There is no fee for chapter participation in this event.
- Items for the charity event must be \$25.00 or higher in value. When choosing the item for the raffle, please remember that the majority of attendees will be traveling by plane to get home. Choose items that can be easily transported home - do not purchase any liquids for your baskets, or other items prohibited on aircraft.
- If the item to be raffled is of exceptional value, the chapter may display a photo and description rather than the actual item itself. If you wish the Committee to secure your items, rather than display them, please indicate this on the “Charity Item Description Form”.
- Items need to be brought to the San Diego Convention Center and turned into the PDI Committee no later than 1600 on Tuesday, May 30. The exact location will be emailed to you by May 19th.
- The Philanthropy Committee will start selling raffle tickets at 0700 on Tuesday, May 30. If your chapter would like to sell tickets throughout the event, your chapter may purchase additional tickets at the raffle area. Unsold tickets should be returned to the raffle area by Thursday, June 1 at 1500, for reimbursement.
- The Chapter Charity Raffle event will close on Friday, June 2 at 0900 am. The winners will be drawn by the Committee and posted on a board in the raffle area by 1030 Friday. The Committee will tally the number of tickets collected for each chapter item and list the amount raised by each chapter on Friday. Please check bulletin boards for postings. Chapters will receive proceeds from the charity event in the form of a check to the official address listed with National Headquarters, within four weeks of PDI.
- All shipping cost must be paid by the chapter or the winner and should be clarified in the item description.

**If you have any questions, please contact Jenny Giang @ [jenny.giang@navy.mil](mailto:jenny.giang@navy.mil)**



# Chapter Charity Event

## Participation Interest Form

Chapter Name: \_\_\_\_\_

Point of Contact Name: \_\_\_\_\_

Commercial Phone Number: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Will contact be attending PDI? Yes \_\_\_\_\_ No \_\_\_\_\_

If not attending, please provide contact info for person attending PDI?

Name: \_\_\_\_\_

Commercial Phone Number: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

How many items do you plan on bringing for the event?

(Limit for each chapter is 3, and each must be \$25.00 or more in value)

What time will the chapter items be brought to display area at PDI? \_\_\_\_\_

Do you intend to display your actual item? Yes \_\_\_\_\_ No \_\_\_\_\_

If no, do you require the PDI Committee to provide secure storage for your item until after the drawing?

Yes \_\_\_\_\_ No \_\_\_\_\_

What percentage of the proceeds does your chapter wish to give to the charity: 50% or 100%? \_\_\_\_\_

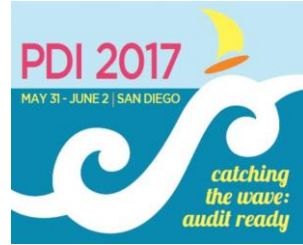
Will you be providing an item to the Service Basket? Yes \_\_\_\_\_ No \_\_\_\_\_

Will you be providing an item to the ASMC Basket? Yes \_\_\_\_\_ No \_\_\_\_\_

Will your chapter be selling tickets? Yes \_\_\_\_\_ No \_\_\_\_\_

*(The 2017 PDI Committee will sell the raffle tickets; however, if your chapter wants to be responsible for selling tickets, this can be arranged by purchasing the tickets in advance. We will buy back all unsold tickets; however, the buybacks must be completed by Thursday, June 1 at 1500.)*

**Please complete this form and return to [jenny.giang@navy.mil](mailto:jenny.giang@navy.mil)**



## Chapter Charity Event

### Description Form

Please provide us with a brief description of what you intend to bring:

Thank you for your participation!