



# TIGS

The Illawarra Grammar School

## Sponsorship Opportunity - Charity Trivia Night

To whom it may concern,

Year 12 Students, of Illawarra Grammar are hosting a **Year 12 Charity Trivia Night** on **Friday 1 May** to support their chosen charity, [Little Wings](#). We are currently seeking sponsorship partners and donations and would be much appreciated if you could consider supporting our event, where many members of our community will be in attendance.

Little Wings is an Australian children's charity that provides free, professional and safe flight and ground transport for seriously ill children and their families living in regional and remote NSW, Queensland and the ACT.

For convenience, we have prepared four sponsorship packages:

### **Platinum Sponsor - \$1000**

Includes:

- Acknowledgement by the event host during the opening address (60-90 sec business description)
- Prominent positioning of sponsor-supplied business signage at the venue entrance
- Business brand logo on printed event materials
- Opportunity to display printed promotional materials on all tables
- Further acknowledgement by the event host during the proceedings

### **Gold Sponsor - \$500**

Includes:

- Acknowledgement by the event host during the proceedings with a 30 sec description
- Positioning of supplied printed business signage at the venue entrance
- Business brand logo on printed event materials
- Opportunity to display printed promotional materials on all tables

### **Silver Sponsor - \$250**

Includes:

- Acknowledgement by the event host during the proceedings
- Mention on printed event printed materials

### **Bronze Sponsor - \$100**

Includes:

- Mention on printed event materials



## Prize Donation Option

As an alternative to sponsorship, prize donations are also appreciated and may be left at Main Reception.

Donations could include:

- Hampers
- Books
- Signed memorabilia
- Gift vouchers - retail or experiences
- Non-perishable packaged gourmet food items
- Event or experience tickets (sport, theatre, dining)
- Accommodation or holiday stays
- Artwork or framed prints
- Jewellery or accessories
- Wellness packages (spa, fitness, beauty)
- Homewares or décor items
- Professional services (photography, coaching, tutoring)
- Sporting equipment

**Donation** If preferred, you may donate directly to Little Wings via the event booking link [here](#).

Click here to purchase tickets, sponsor the event, or make a donation.

Thank you for considering this request. Your support will make a meaningful difference to our chosen charity, Little Wings, and we would be proud to acknowledge our sponsors and donors as a valued contributor.

Please feel free to contact us if you need any further information.

Yours sincerely,

**Ms Amanda Lokys - Year 12 Dean, on behalf of the Year 12 cohort**

alokys@tigs.nsw.edu.au

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## Terms and Conditions for Donations and Sponsors

### 1. General Terms (Applicable to All Sponsors & Donors)

- Sponsors must provide all required materials (business logos, signage, promotional content) by Friday 24 April 2026.
- Sponsorship funds and donations are non-refundable.
- All proceeds from sponsorship and donations will go directly to supporting Little Wings.
- The Illawarra Grammar School (TIGS) reserves the right to approve all signage and promotional materials to ensure suitability for a school run event.
- TIGS may adjust placement of signage or acknowledgements if required due to logistics, safety regulations or venue limitations.
- Sponsorship does not grant approval to use the TIGS logo or branding outside this event.
- TIGS accepts no responsibility for loss, damage or return of any physical promotional items or signage provided by sponsors.
- Event details (timing, structure, program order) are subject to change; any changes will be communicated where necessary.

### 2. Package Specific Terms & Conditions

#### Platinum Sponsor - \$1000

##### Package Inclusions:

- Acknowledgement by the event host during the opening address (60-90 sec business description)
- Prominent placement of sponsor-supplied business signage at the venue entrance
- Business brand logo on printed event materials
- Opportunity to display printed promotional materials on all tables
- Further acknowledgement by the event host during the proceedings

##### Terms & Conditions:

- A written 60–90 second description must be provided for approval to ensure accuracy and may be edited as required to maintain continuity within the event.
- Table promotional materials must be appropriate for a school environment, approved by the Principal, and supplied in quantities sufficient for 20–25 tables
- Placement of signage and timing of acknowledgements may vary depending on event operations.

#### Gold Sponsor - \$500

##### Package Inclusions:



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- Acknowledgement by the event host during the proceedings with a 30 sec description
- Positioning of no greater than A3 printed business signage at the venue entrance
- Business brand logo on printed event materials
- Opportunity to display printed promotional materials on all tables

#### Terms & Conditions:

- A written 30 second description must be provided for approval to ensure accuracy and may be edited as required to maintain continuity within the event.
- Logo and promotional design work must be supplied in high resolution format by Friday 24 April 2026.
- Table promotional materials must be appropriate for a school environment, approved by the Principal, and supplied in quantities sufficient for 20–25 tables
- Table placement of materials must not obstruct seating or catering services.

#### Silver Sponsor - \$250

#### Package Inclusions:

- Acknowledgement by the event host during the proceedings
- Mention on printed event printed materials

#### Terms & Conditions:

- Full business name must be supplied by Friday 24 April 2026.
- Acknowledgement timing during the event is determined by the event host and may vary depending on program timing.

#### Bronze Sponsor - \$100

#### Package Inclusions:

- Mention on printed event materials

#### Terms & Conditions:

- Mentions are limited to business name only (no logos unless space permits).
- The order and format of printed mentions are at TIGS' discretion based on layout requirements.

### 3. Prize Donation Terms



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For sponsors choosing to donate goods or services:

- Donations must be new, unused and appropriate for a school community audience.
- TIGS reserves the right to decline donated items if unsuitable for the event.
- Where appropriate, donors will be acknowledged verbally or in print at the event.
- Donation value acknowledgements will follow NSW fundraising guidelines.
- Physical items must be delivered by the deadline communicated by staff.
- Gift vouchers, tickets or services must include clear redemption instructions and valid expiry dates.

#### 4. Tax Deductible Donations

- Only direct donations made via the official Little Wings donation link qualify as tax deductible.
- TIGS cannot issue tax receipts on behalf of Little Wings.
- Sponsors should retain receipts from Little Wings for their own records.