



CENTRAL VIRGINIA HOMESCHOOL ATHLETIC ASSOCIATION

Tips on Fundraising

- ⇒ If you give out a tax deductible receipt, you must record the donor's information on the DONOR SHEET and turn it in for our records. Most people do not ask for a receipt on small donations, but please have them available in case you are asked.
- ⇒ If you choose to solicit donations
 - Have receipts pre-cut and ready to distribute when requested.
 - Take a large envelope with you for your cut-up receipts and donations.
 - Prepare your "speech" (what you plan to say to your potential donor).
 - Have a least one or two rows on your sheet already filled out. People tend to follow suit.
 - You are collecting donations on behalf of CVHAA.
 - Take a friend/sibling with you, it helps the time go by.
 - You can write letters to businesses/corporations.

Please submit all donations received to the CVHAA organization. All funds solicited in the name of fund-raising for CVHAA legally belongs to CVHAA.