

VIRTUAL



20/20 VISION

PATTY BRISBEN FOUNDATION
for WOMEN'S SEXUAL HEALTH

Thank you for signing up as a host to support the 15th Annual Patty Brisben Foundation for Women's Sexual Health 20/20 Vision Gala.

To date, we have over 200 hosts in 41 states, as well as Puerto Rico, Canada, Australia, and Japan, committed to hosting a gathering of 10 (or more) people. That's over 2000 supporters participating in our virtual Gala livestream! That is four times the number of attendees that we typically host at our traditional Gala.

Hosts like you make it possible for us to empower people to understand their bodies and improve communication with their partners and healthcare professionals, thus optimizing their overall physical, sexual, and emotional health.

This packet contains information regarding charitable deductions, how to register guests, and so much more. We encourage you to throw your party the way that you want to! Whether it is a black-tie event, a cookout, or even a virtual watch party, we are grateful for all that you are doing to raise funds for the Foundation. Be sure to like and follow our social media pages on Instagram and Facebook, as we will be sharing ideas to consider for your party from now through October 3rd!

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theme

The 15th Annual Patty Brisben Foundation Virtual Gala theme is 20/20 Vision. Hosts may throw any type of themed party that they desire. Examples include, beach theme, glam theme, autumn theme, etc.

party

Every host agrees to host a gathering of 10 people (or more, depending on your local health department recommendations) and are committed to raising \$500. The party details (food, drinks, décor, event time) is up to each host. Keep checking in with our social media platforms for ideas and inspiration!

givesmart

Givesmart is a mobile-based donation platform system. Attendees can register, purchase events tickets, and donate with any mobile device. Attendees will receive automatic text messages as well as communications about the event. Our Givesmart page is pbf2020.givesmart.com. Our livestream will be embedded in our Givesmart page on October 3rd.

guests

Each guest will pay \$50 to attend your party. Hosts are committed to having ten guests. In some locations, where the public health department permits gatherings of more than ten people, hosts may have more guests. Hosts should communicate that no matter what happens, everyone will have a link to our Gala livestream through pbf2020.givesmart.com. If guests are suddenly unable to attend, they can still visit our virtual livestream from the comfort of home!

guest ticket payments

The PBF will be collecting payment directly from guests to ensure that all guests are registered in the Givesmart system. All hosts should send guests an email with a link to pbf2020.givesmart.com.

Guests should click on the button that says REGISTER. There are multiple ticket options available for purchase. Guests should purchase a Guest Ticket and should be sure to enter their host's name in the appropriate box.

HOME ITEMS Sign In or Register

Mailing Address required

COUNTRY
United States

STREET ADDRESS

CITY

STATE ZIP

Company or Group Name

Who is your host?

GUESTS MUST FILL OUT THIS BOX

Total: \$53.63

[Cancel Order](#) [Save and Continue](#)

We ask that all guests pay for their tickets by Friday September 15th, 2020. If a host has already collected ticket fees directly from their guests, please reach out to info@pattybrisbenfoundation.org.

guest list

In order to ensure that every guest has been ticketed, we ask that each host turn in a list of their guests. That way we can help facilitate registration for any guests who have failed to register in the Givesmart system. Please turn in your complete guest list by Friday September 15th, 2020.

livestream

Our 20/20 Vision Gala livestream broadcast is Saturday October 3rd, starting at 8:00pm EST and will be embedded in the homepage of pbf2020.givesmart.com. More information about our livestream will be released over the coming weeks!

in-kind donations

Included in this packet is a form letter and a reporting form for in-kind donations. It is very important that we receive the reporting form by October 15th so that we can process donation letters by December 31st, 2020.

sponsorship

Should you wish to pursue sponsorship on behalf of the Foundation, we ask that you contact us directly for information. Sponsorship starts at \$1,000 and has tiered benefits tied to levels of support. We want to make sure that we have contact information for any sponsors so that we can contact them regarding their logos, benefits, etc. If you are interested pursuing sponsorship requests, please send an email to info@pattybrisbenfoundation.org

charitable contribution deduction

We have enclosed an information sheet regarding charitable contribution deduction. Hosts who choose to use their gathering as a charitable deduction must maintain proper documentation of their contribution. Please use the enclosed expense report and return along with receipts, to info@pattybrisbenfoundation.org no later than November 1st, 2020.

safety

We acknowledge that our hosts are geographically diverse and what may be permissible in one city is not allowed in another. Therefore, we ask that all hosts comply with their local and state guidelines regarding gatherings.

deadlines

September 15, 2020	All Guests Registered at pbf2020.givesmart.com Guest List Due
October 15, 2020	In-Kind Donations Report Due
November 1, 2020	Charitable Contributions Report and Receipts Due

questions/concerns

If at any point you have a question or concern, please call 513-697-5929 or send an email to info@pattybrisbenfoundation.org

GUEST LIST

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HOST NAME:

GUEST NAME

MOBILE

EMAIL

SHIPPING
ADDRESS

1.

2.

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Dear In-Kind Sponsor,

This year has presented incredible challenges for everyone, both personal and professional. It has also provided an opportunity to examine what is necessary and essential in this new state of existence. Despite the COVID-19 pandemic, access to informed sexual health care is still vital, and obstacles continue to exist for women worldwide. Quality of life is more important than ever before, as women face new challenges in all facets of their lives.

To unite our advocates around the globe, the 15th Annual Patty Brisben Foundation for Women's Sexual Health is going virtual on Saturday October 3rd, 2020! We are excited to gather our extensive network of supporters in a series of individually hosted gatherings, while live-streaming our 20/20 Vision Gala starting at 8:00 pm EST.

To date, we have over 200 hosts in 41 states, as well as Puerto Rico, Canada, Australia, and Japan, committed to hosting a gathering of 10 (or more!) people. That's over 2000 supporters participating in our virtual Gala livestream! That is four times the number of attendees that we typically host at our traditional Gala.

_____ is one of our hosts, asking for an in-kind donation for their event. I hope that you will consider their request and support them as they work to raise money to continue to fund research from such prestigious institutions as Memorial Sloan Kettering Cancer Center, the North American Menopause Society, and the National Vulvodynia Association.

After you review their request, should you have questions, please feel free to contact the Foundation at info@pattybrisbenfoundation.org or call 513-697-5929 with any questions. The Patty Brisben Foundation for Women's Sexual Health is a qualified organization for charitable deductions.

We look forward to involving you in this worldwide event!

Sincerely,

Patty Brisben

Founder/President - The Patty Brisben Foundation for Women's Sexual Health

Founder/Chairwoman- Pure Romance

IN-KIND DONATION REPORT

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HOST NAME:

ITEM(S)	FMV	VENDOR NAME	ADDRESS/ EMAIL
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Hosting a gathering for the Patty Brisben Foundation for Women's Sexual Health 20/20 Vision Gala may entitle you to a charitable contribution deduction against your income if you itemize your deductions. Make sure that if you itemize, your total deductions are greater than the standard deduction. Your contribution is deductible in the year it is paid. The Patty Brisben Foundation for Women's Sexual Health is a qualified organization.

Hosts who choose to use their gathering as a charitable deduction must maintain proper documentation of their contribution. Hosts can submit their expenses for the gathering, along with copies of receipts, to info@pattybrisbenfoundation.org following the Gala. We ask that all hosts submit this information by November 1st, 2020, to obtain a letter from the Foundation. We must have copies of expense receipts to provide a charitable deduction letter.

Again, the expenses associated with hosting a party can be considered a charitable contribution if you itemize your deductions. If you have specific questions, please reach out to your tax professional for guidance.

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HOST NAME:

ITEM	COST	PURPOSE	RECEIPT (YES/NO)
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