

## National MPS Society Walk/Run and Fundraiser T-Shirt Policy

T-shirts may be requested from the Society for all Society sponsored events (run/walk program and family fundraisers).

First year events may request a maximum of 200 shirts for participants and a maximum of 25 shirts for volunteers. If the event organizer is able to show proof of more than 200 registrants at the time of ordering, exceptions to the maximum number allowed will be considered.

Recurring events may request a maximum of 500 shirts for participants and a maximum of 100 shirts for volunteers based on the prior year event financial results. If the event organizer is able to show proof of more registrants at the time of ordering, exceptions to the maximum number allowed will be considered. *The Society's goal is to limit event cost as much as possible in general and to no more than 25% of the amount raised of each individual event. If the prior year's shirt cost was a factor contributing to event costs exceeding 25% of the amount raised, Society staff will work with the event organizer to limit the shirt order to achieve this desired ratio.* 

Due to ordering shirts from our vendor throughout the year, we have set up procedures for placing the orders. In order to process orders accurately, shirt quantities cannot be added nor additional orders placed once the original order has been placed. By planning ahead carefully, we are sure you will be successful at estimating your shirt quantities.

Please complete the T-Shirt Order Form and submit it to the office at least 90 days before your event to ensure that you receive your order on time.

On behalf of the National MPS Society, thank you for all of your efforts in fundraising to help individuals and families suffering from MPS and related diseases. Please contact Tracy Kirby, Development Director with any questions at <u>tracy@mpssociety.org</u> or 919.806.0101.