

Business & Profession Women (BPW) of Conejo Valley

P.O. Box 940395
Simi Valley, CA 93094-0395
Federal Tax ID #95-6138322

April 2, 2005

Commission for Women
Diana Goodrow, Chair

Dear Commission for Women:

Thank you for your interest in volunteering for the Conejo Valley Days Ticket Sales Booths under the coordination of the Business & Professional Women of Conejo Valley.

Conejo Valley Days will be held this year from Wednesday, April 27 to Sunday, May 1, 2005. The funds received by BPW from Conejo Valley Days organization will be distributed using the following formula: 50% to BPW as lead/coordinator for the ticket booths, and the balance distributed at a rate of 1/160 per slot. For clarification, there are an estimated 160 slots to be filled during the event. Fifty percent of the funds will be distributed based upon the time slots. Some volunteers in the past have filled more than one time slot and that has been appreciated.

Kay Martin is the Coordinator for this event. If you are interested in volunteering again this year, please contact her. She can be reached at [REDACTED] or email at [REDACTED]

The amount of funds that will be distributed by the Conejo Valley Days organization is not predictable and therefore BPW is unable to estimate how much funds will be distributed per time slot. Events such as bad weather can drastically reduce the funds raised. Please keep this in mind if you decide to volunteer to raise funds for your organization.

And once again, please let me say, thank you for your interest in volunteering. We very much appreciate any help you may provide in staffing the Conejo Valley Ticket Booth.

Sincerely,

Lee Riggan
BPW Treasurer
[REDACTED]