

Max & Erma's is proud to support the communities in which we operate. When evaluating partners, ideal organizations are those that strengthen families, promote a safe, nurturing environment for children and youth and emphasize student academic achievement. Max & Erma's donations are NOT intended to be used by individuals or groups collecting personal or corporate profit or causes that are in contrast to our family-based values.

HOW A MAX & ERMA'S FUNDRAISER EVENT WORKS

- Each organization works with their local Max & Erma's to reserve a date for their FUNdraiser event. The organization may only select one day. FUNdraisers will be scheduled based on availability at the selected location and are not available on most holidays. It is recommended that FUNdraiser events be held on Mondays or Thursdays.
- Each organization will be emailed a pdf and jpg flyers up to 3 weeks prior to the event. It is the responsibility of the organization to print and distribute the flyer to their supporters. For a successful FUNdraiser, we recommend distributing at least 500 flyers. Many print shops (FedEx, Staples, Office Depot, etc) will be able to print your full-page pdf flyer in smaller sizes, giving you up to 4 copies per page.
- All flyers must be turned in to the server at time of purchase for the donation amount to count towards your organization. Flyers may be turned in and counted towards dine-in or carryout purchases. Gift card and alcohol purchases do not count towards any donation amount.
- Restaurant management will collect all guest checks associated with the FUNdraiser event and total up the food and nonalcoholic beverage sales. Upon a total being determined your organization will receive an email with an initial donation amount.

FUNDRAISER RULES

- Dates must be requested at least three weeks in advance. Due to limited availability, schedule as much as three months in advance.
- The organization must provide a copy of their W9 form which verifies their EIN (or Federal Tax Identification Number).
- Any donation check for the organization's FUNdraiser will be mailed solely to the address listed on the W9.
- Guests must have a flyer to have their sales counted in the total tally.
- Seating cannot be guaranteed for large parties. Even though it is the organization's schedule day, Max & Erma's cannot give preferential seating. Encourage friends and family to dine at Max & Erma's throughout the day. Parties of more than 10 will need to contact Max & Erma's for seating approval. A large party may have an additional wait or may not be able to be accommodated due to business volume.
- Organizations cannot distribute flyers on premises of Max & Erma's Restaurants (this includes our parking lot). This must be communicated by the organization to all persons distributing flyers. Distributing flyers in this manner will result in the forfeiture of the entire donation.
- Organizations must receive approval from ANY private property owner if they wish to distribute/solicit flyers on premises. The organization will be responsible for paying any littering or postal fines accrued if this rule is violated. Max & Erma's strongly discourages this method of flyer distribution.

MAX & ERMA'S PROVIDES

- A welcoming, family-friendly atmosphere to the organization.
- Electronic copies of your flyer, via email.

THE ORGANIZATION PROVIDES

- Distribution of flyers (not on Max & Erma's premises).
- Encouragement and enthusiasm to dine at Max & Erma's on the selected date.
- W9 with a Federal Employer Identification Number (##-#####) of organization. Max & Erma's will not be able to write a check without it.