

FAQ:

Please read the below FAQ regarding your donor level, material requests, and other information. Please contact Carrington Moore at freindsoffestival@gmail.com for any other questions.

Who do I make my Donor Check out to? Please make your donor check payable to Inman Park Festival.

Where do I send my commitment form and check?

Please send form and check to:

Carrington Moore
1221 Watson Trail SE
Atlanta, GA 30316

What can I expect after I send my donor check? You will receive a Thank You e-mail with material requests and deadlines for materials within a week of receiving your check and form. Your business name listed on the commitment form will also be in an ad in the following months' *Advocator*.

When is my check/payment due? Checks will be accepted until April 15th. However, the *Advocator* deadlines for materials are March 24th. You will not be considered a confirmed Friend of Festival donor until your check is received. All donors, regardless of check received date, will be mentioned in the "Thank You" article in May's *Advocator*.

When are materials due? All *ADVOCATOR* materials (Gold Donor Ad) are due by March 24th, however certain items like website listing will be up a week after materials are received. All other materials will be accepted until April 15th.

What does inclusion in the IP Parade refer to? This year a float fee will be charged for Parade participants, however if you are a Friends of Festival donor at any level your fee for the parade is included. If you wish to participate, please fill out your parade application located off the Inman Park Festival website and return with other requested materials to freindsoffestival@gmail.com. You will be contacted shortly after by a Parade representative. A panel of neighborhood artists will jury the business' parade units before they are accepted into the parade.

Who do I send my materials to? Please send all materials clearly marked to freindsoffestival@gmail.com. It would be appreciated if all materials were sent in ONE e-mail. However, if you do not have all materials at the same time please send in what you do have as soon as possible. You will receive an e-mail within a week of receipt of your check with details on all materials requested.

What type of Ad should I send for the *Advocator* (Gold Donors Only)? You may send any type of ad you wish, however the section would like to cater to coupons or offers from our Gold Donor businesses. Please place a special offer (discount, BOGO) in your ad for this section, if you chose. Specifics on ad format, size, etc will be sent in the materials requested e-mail following the receipt of your check.

Where will my Ad be located in the *Advocator* (Gold Donors Only)? Your ad will be in the April issue, about 6 pages from the back of the issue in a special IP Festival Gold Donor Section. The *Advocator* will be delivered around April 10th.

Where can I find my Logo/business name on the festival website? Your logo/business name will be listed under the Friends of Festival link off the Inman Park Festival site.

Where will the festival signs be located? The signs are located in slightly different spots each year, but can always be found at major "entrances" to the festival.

When can I expect my Window Decal/T-Shirts/Tour of Homes tickets? All materials corresponding to your donor level will delivered to your business address listed on your commitment form no later than one week before the festival.