

Shawnee Station Taproom Kitchen
In-House Dining Fundraiser Policies & Procedures

Purpose

The Shawnee Station Taproom Kitchen fundraising program supports local nonprofit organizations and community groups by donating a portion of sales generated during designated fundraising events.

Eligibility (Who)

Fundraisers are available to 501(c)(3) nonprofit organizations located in the immediate community, primarily Dublin and Powell, Ohio.

Eligible organizations may include:

- School athletic teams
- School extracurricular programs and clubs
- Community organizations and nonprofit partners
 - Example: Shawnee Blooms
- Other approved local nonprofit initiatives supporting the community

All organizations may be required to provide proof of nonprofit status.

Fundraiser Benefit (What)

Standard Donation

Shawnee Station Taproom Kitchen will donate 10% of qualifying sales generated during the event.

Eligible sales include:

- Station kitchen food
 - Dine-in orders
 - Carryout orders placed during the event timeframe
- MBBC beer

- In-house consumption
- Carryout beer purchases

Additional Support Opportunities

Organizations may receive additional support in exchange for recognition opportunities, which may include:

- Event banners displayed at the taproom
- Program recognition or sponsor listings
- Social media or community recognition (when applicable)

Additional support will be evaluated on a case-by-case basis.

Location (Where)

Fundraising events take place at:

Shawnee Station Taproom & Kitchen

6058 Glick Road, Shawnee Hills, Ohio

Scheduling (When)

Fundraisers are typically scheduled during off-peak periods, including:

- Wednesdays, Late-Afternoon into Early Evening
- Sundays, Late-Afternoon into Early Evening

Availability may vary based on the taproom calendar and seasonal business levels.

Marketing & Promotion

To ensure brand consistency and effective promotion:

- All event communication will be through J Larkin, General Manager, Shawnee Station Taproom Kitchen.
 - Email: jlarkin@mbaybrew.com
- All communication and promotional materials must be approved prior to distribution.
- Organizations are encouraged to promote the event through:
 - Email newsletters
 - Social media
 - School/community communications
 - Word of mouth

Approved promotional assets may include:

- Event flyers
- Social media graphics
- Email copy

Post-Event Donation Process

Following the fundraiser:

- Sales will be calculated by Shawnee Station Taproom Kitchen staff.
- Within one week after the event, Shawnee Station Taproom Kitchen will contact the organization's designated representative.
- A check for the fundraiser proceeds will be prepared and mailed or delivered to the organization.