



Searching & Working With Charities

We wish to help guide cantina owners, like yourself, on how to reach out to charities easily.

Before we get started, please visit www.charitynavigator.org to verify the charity you are reaching out to is in fact an authentic 501C3 nonprofit in good standing.

When reaching out to the charity, you want to make sure you are transparent with 'why' you are reaching out and that you are putting together a charity tournament event. Mention how we are benefitting their organization with 100% of all proceeds being donated to their cause. If you already have a contact with a charity, that is great! If you do not already have a contact, it is worthwhile taking the time to research one near that you would be happy to work alongside. Having a direct contact with the charity representative(s) is a big advantage as it will make the process of donations a whole lot easier.

When contacting your chosen charity, try using this template or a similar approach:

"Hello (name of charity) team!

My name is _____ of the Outer Rim Sabacc League. I'm organizing a charity tournament in partnership with Sabacc For Charity and I'm hoping to collaborate with your organization to be the beneficiary for this charity event. The date of the event is Date at Location from times.

For more information about Sabacc For Charity and what we're looking to accomplish, please visit www.SabaccForCharity.com.

Please let me know if this is something that your organization would be interested being a part of.

I look forward to hearing from you; thank you."

You may come across a charity that is not willing to collaborate, in which case we recommend you simply move on to another local charity open to the idea. Charity responses will vary.

Once you have established which charity you will be fundraising for during your charity tournament, it would be to your benefit to keep a good relationship between you both, especially after the tournament. If it was a success working with that charity, you are welcome to use that one charity for all your charity tournaments or you can also work with multiple charities, it's up to you.

Having a charity representative present at your events would be ideal. For example: At a convention, the charity rep. would be better at explaining who they are and what they do for the community while also accepting donations directly & signing up the players for the tournament. In most cases, however, we understand a charity representative won't always tagalong. If you would like to stick with the charity but there's no representative present, you can provide players with a QR code that will direct them to the charity's donation page. If using the QR code is your preferred method, you **MUST** keep note of who donated and how much. The names and donations are not only to verify the tournament results but the total amount raised by your cantina will also be tallied in the season's Philanthropy Award category.

For creating an easy QR code, we recommend, www.qr-code-generator.com . Test the QR before printing or making it public to make sure it's going directly to your chosen charity's donation page.

Lastly, what you will be submitting to Sabacc For Charity at the end of each charity tournament is the following information:

- Cantina Name & total amount funds raised
- Each Players' info (listed per player):
 - o **Player Name** – (opt. in-universe character name)
 - o **Resident State** – (players that travel out of state to play will still get points for their resident state)
 - o **Email** – No spam will be sent. This is only to contact player(s) if they win an award and we'll need to ask for mailing address.
 - o **Credits** – If there's multiple rounds in the tournament, this credit count is only for the final table round.

The website will have a form and a manual submission option for you to choose your preferred method of sending your tournament results. Be sure to submit your tournament's results to **Sabacc4Charity@gmail.com** , preferably the following day.

Hope this guide helps you achieve great charity sabacc gaming experiences!