

Celebrating a world with more birthdays!

Dear Team Captain,

THANK YOU for volunteering to be a leader in your school to help support the American Cancer Society. With this job comes great responsibility: many students (and lots of adults) are depending on you to be an important communication link, a relentless motivator, and a good spokesperson in the fight against cancer.

Some of the qualities of a great team captain is someone who:

- Can explain in 30 seconds or less why he/she is raising money for the American Cancer Society
- Pays careful attention to the announcements about Relay deadlines
- Plans unique and exciting fundraisers well in advance to help meet that goal
- Encourages all of his/her teammates to turn in their paperwork and donations on time
- Organizes all of the paperwork and donations in a safe place until it is time to turn them in
- Writes thank you notes to everyone who donated or helped the team to fundraise
- Sets and meets a team fundraising goal that averages *at least* \$50 per person – hopefully more: the average per-student donation last year was \$101.

In this folder are most of the supplies that you need to begin planning a successful Relay season. Why are there not enough copies for your whole team? You don't need them. Student sign up, chaperone sign up, luminaria sales, and donations can all be done entirely online this year. Please take advantage of these online tools to help save lots of time and lots of trees.

The final piece of advice that we will offer you as a team captain is to get your parents involved in your efforts, and get them involved early. After all, they will be the ones who will need to buy the supplies for, and drive you to, all of your fundraisers. They will likely have some great ideas on how you can raise money. The more information you give your parents about what you are doing, the easier it is going to be for everyone to raise a whole lot of money for the American Cancer Society.

Your efforts in this Relay season are absolutely making a difference in the fight against cancer, and for that you should be very proud of yourself. Make it a great Relay season!

-The Relay for Life Committee