



## **KNIGHTS OF COLUMBUS NEVADA STATE COUNCIL**

### **CAMPAIGN FOR PEOPLE WITH INTELLECTUAL DISABILITIES “ 2014 TOOTSIE ROLL DRIVE”**

**WHAT:** The State of Nevada Knights of Columbus’ Campaign for People with Intellectual Disabilities “2014 Tootsie Roll Drive”.

**WHERE:** Stores and Churches within the State of Nevada.

**WHEN:** Saturday and Sunday, October 18 and 19, 2014.  
\*Councils with scheduling conflicts may reschedule their drive, as authorized by the state by-laws & standing rules but please keep those dates close to the designated weekend. You must notify the State Chairman of your revised dates in writing.

**WHO:** All Brother Knights, Friends and Families of the Knights of Columbus. All Councils shall coordinate their Tootsie Roll Drives with the State Chairman.

**WHY:** To join with our Brother Knights, nationwide, to support those in our communities who are most in need of assistance.

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Brother Knights,

I'm excited that this will be the greatest Tootsie Roll Drive ever in the State of Nevada's history. I would like to see each Council have a Tootsie Roll Drive even if only at your Church, this is a great cause, helping People with Intellectual Disabilities. No matter how large or how small the Tootsie Roll Drive is it raises money and every dollar counts! All money raised by the Knights of Columbus stays within the communities of the State of Nevada. Please help make this year's Tootsie Roll Drive another success. Should you have any questions feel free to contact me, I look forward to working with each of you. I would like to thank every one of you for your dedication to this worthy cause.

- **All Tootsie Roll orders, both North and South, will be placed with me.**

Thomas Rura, Campaign for People with Intellectual Disabilities Chairman  
P.O. Box 26066  
Las Vegas, NV 89126-0066  
(702) 469-4430  
[kofctootsierolldrivechairman@cox.net](mailto:kofctootsierolldrivechairman@cox.net)

- All orders for the **South** will be picked up at Major Foods - Sunshine Pickles  
4425 Vandenberg Drive  
North Las Vegas, NV 89081

Exit I-15 at Craig Road, go east on Craig Road to Vandenberg Drive, make a left on Vandenberg Drive. Major Foods - Sunshine Pickles will be the first facility on your left.

- All orders for the **North** will be picked up from  
Ben Ruybalid, Campaign for People with Intellectual Disabilities Coordinator (North)  
3555 West 7th Street  
Reno, NV 89503  
Tel : (775) 747-2869  
Cell: (775) 530-7776  
[benruybalid@yahoo.com](mailto:benruybalid@yahoo.com)

- Forms for the 2014 Tootsie Roll Drive maybe found on the State's Web site.
- The first form is the "Council Plan of Action" which guides the council on what to do each month prior to and after the Tootsie Roll Drive.
- The second form is the "Tootsie Roll Order Form" which can be mailed or emailed to me at:  
P.O. Box 26066  
Las Vegas, NV 89126-0066  
(702) 469-4430  
[kofctootsierolldrivechairman@cox.net](mailto:kofctootsierolldrivechairman@cox.net)

**THE ORDER FORM MUST BE RECEIVED BY FRIDAY, AUGUST 29, 2014.**

- The third form is the "Council Apron Form" which is where each Council shall order their own aprons at their Council's expense directly from the vendor. Cost of the aprons shall not come out of the money you collect. (\$7.25 per apron plus \$9.00 handling charge.)

**All aprons shall have the following message "Helping People with Intellectual Disabilities" No other messages are acceptable and shall not be used.**

- The fourth form is the "Council Report Form" and the fifth form "Council Charity Form" both should be **mailed along with a check to the State Secretary** as soon as possible after your Council's Tootsie Roll Drive. The forms should be complete and have the correct information.

**ALL FORMS ARE DUE SATURDAY, NOVEMBER 15, 2014.**

## **34<sup>th</sup> Annual Pasta Dinner**

In the South; Fr. Garces Council #5693 will host their 34rd Annual Pasta Dinner, Saturday February 7, 2015 at La Voy Hall. St Francis de Sales Parish is located 1111 Michael Way, Las Vegas, NV 89108. ***Each council will have an opportunity to present checks to their charities at the dinner*** while enjoying a fabulous meal and great entertainment.

Reservations for the dinner can be made through Joe Haun, Grand Knight of Fr. Garces Council #5693 Tel: (702) 219-5785 or by email at [jhaun@haunteceng.com](mailto:jhaun@haunteceng.com).

*For questions or concerns please contact me at:*

**Thomas Rura, Campaign for People with Intellectual Disabilities**

**Chairman**

**P.O. Box 26066**

**Las Vegas, NV 89126-0066**

**(702) 469-4430**

**[kofctootsierolldrivechairman@cox.net](mailto:kofctootsierolldrivechairman@cox.net)**

**PLEASE NOTE:**

**All other phone numbers, fax number, e-mails and mailing address are no longer operational.**



# KNIGHTS OF COLUMBUS

## NEVADA STATE COUNCIL

Campaign for People with Intellectual Disabilities  
“Tootsie Roll Drive”

### 2014 Council Plan of Action

MONTH	ACTION
July	Announce the Tootsie Roll Drive. Get Council concurrence. Designate a Chairman. <b>Identify locations and get permissions (preferably written) to do the drive.</b> Announce the locations. Ask for volunteers or appoint location captains. Prepare sign-up sheets for each location. Get Council concurrence to buy vests (if you need them). Order form is on the State website.
August	Start filling in sign-up sheets (be sure to get phone numbers). Start publicizing the event. Identify your charities. <b>Submit Tootsie Roll orders to the State Chairman.</b> <b>(Must be received by FRIDAY, AUGUST 29, 2014)</b>
September	Continue with publicity. Continue filling in sign-up sheets.
October	Pick up Tootsie Rolls (when contacted to do so). Captains call all participants to remind them of their assignments. <b>Conduct the Tootsie Roll Drive.</b> <b>(SATURDAY AND SUNDAY, OCTOBER 18 AND 19, 2014)</b> Prepare and transmit reports to State Secretary.
November	<b>Mail reports and a check to the State Secretary.</b> <b>(Must be received by SATURDAY, NOVEMBER 15, 2014)</b>



**KNIGHTS OF COLUMBUS  
NEVADA STATE COUNCIL**

**Campaign for People with Intellectual Disabilities  
"2014 Tootsie Roll Drive"**

**TOOTSIE ROLL ORDER FORM**

**THIS ORDER FORM MUST BE RECEIVED BY FRIDAY, AUGUST 29, 2014**

COUNCIL NAME \_\_\_\_\_ COUNCIL NO. \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY, STATE \_\_\_\_\_ ZIP \_\_\_\_\_

DATE(s) OF DRIVE \_\_\_\_\_

**\* Tootsie Roll Drive is scheduled for Saturday, October 18 and Sunday October 19, 2014.**  
Councils with scheduling conflicts may reschedule their drives. Councils must notify the State Chairman in writing of any dates other than the above dates. Email: [kofctootsierolldrivechairman@cox.net](mailto:kofctootsierolldrivechairman@cox.net)

COUNCIL ORDER:

TOOTSIE ROLLS \$19.50 per case (6 box's of 50 ea) # of cases \_\_\_\_\_

CANNISTERS N/C # of canisters \_\_\_\_\_

CAPS N/C # of caps \_\_\_\_\_

*Your order will be picked up at:*

North distribution point

South distribution point

\_\_\_\_\_  
Grand Knight

\_\_\_\_\_  
Council Tootsie Roll Drive Chairman

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

\_\_\_\_\_  
Email

RETURN THIS FORM BY EMAIL OR MAIL TO:

**Thomas Rura, State Chairman**

Campaign for People with Intellectual Disabilities /  
"Tootsie Roll Drive"

P.O. Box 26066

Las Vegas, Nevada 89126-0066

Tel: (702) 469-4430

Email: [kofctootsierolldrivechairman@cox.net](mailto:kofctootsierolldrivechairman@cox.net)



# Developmental Services Center

1304 West Bradley Avenue  
Champaign, Illinois 61821-2035  
Phone 217-398-7722  
Fax 217-398-0455

# Fund Raising Apron ORDER FORM

## 1 Fill out ordering information.

Council Name & No. \_\_\_\_\_ Daytime Phone \_\_\_\_\_  
 Address \_\_\_\_\_ ( ) - \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

PLEASE PRINT

## 2 Include shipping information.

Date ordered \_\_\_\_\_ Date required \_\_\_\_\_  
 (Shipping address only) Ship to \_\_\_\_\_ Allow 3 to 4 weeks for delivery  
 Address \_\_\_\_\_  
 (No P.O. Box) City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## 3 Select a standard message to be printed on the aprons.

HELP MENTALLY HANDICAPPED CITIZENS  AYUDE A PERSONAS IMPEDIDAS MENTALMENTE  
 HELP HANDICAPPED CITIZENS **OR**  AYUDE A LOS IMPEDIDOS  
 HELPING PEOPLE WITH INTELLECTUAL DISABILITIES

## 4 Or choose to customize the aprons with your own message.

**Special order aprons** (printed with your own message) require an additional set-up charge of **\$40.00** per order, with a minimum order of **50** aprons. Allow **6 to 8** weeks for special order production.

Print your message here \_\_\_\_\_  
 Call for availability of other choices that are in stock.

## 5 Decide on quantity and calculate cost.

Number Ordered	Cost per Apron	Order Subtotal
<input type="text"/>	<input type="text" value="\$7.25"/>	<input type="text"/>
+ Handling Charge		<input type="text" value="\$9.00"/>
+ \$40 Set-up (special order only)		<input type="text"/>
<b>ORDER TOTAL</b>		<input type="text"/>

Please send your order form along with a check made payable to **Developmental Services Center**.  
 (No Credit Cards Accepted)

Please fill out the bottom of this form and detach to retain for your file.

\_\_\_\_\_ Authorizing Signature

Rev. 6-07  
Rev. 6-07

Send in this order form with your check.  
Keep this lower portion for your records.

# Fund Raising Aprons were ordered from



# Developmental Services Center

1304 West Bradley Avenue  
Champaign, Illinois 61821-2035  
Phone 217-398-7722  
Fax 217-398-0455

Date Ordered \_\_\_\_\_  
 Quantity Ordered \_\_\_\_\_  
 Check Number \_\_\_\_\_  
 Check Amount \_\_\_\_\_

HELP MENTALLY HANDICAPPED CITIZENS  AYUDE A PERSONAS IMPEDIDAS MENTALMENTE  
 HELP HANDICAPPED CITIZENS  AYUDE A LOS IMPEDIDOS  
 HELPING PEOPLE WITH INTELLECTUAL DISABILITIES  
 \_\_\_\_\_



**KNIGHTS OF COLUMBUS  
Nevada State Council**

**Campaign for People with Intellectual Disabilities**

**“2014 TOOTSIE ROLL DRIVE”**

**COUNCIL REPORT FORM**

The **State By-Laws** require you to complete and mail this form within fifteen days of completion of your drive. Please fill in all of the required information. Mail your check in the amount of **Gross Revenue** ((a), below) to the State Secretary, Greg Sprigg (see address below). Make your check payable to **“KofC Nevada State Council”**. You will receive checks made out to the charities you designate on the council charity form. You are responsible for distribution of those checks. Many Councils donate the cost of the Tootsie Rolls, just add that amount to the gross revenue (a) and place a zero in the cost of the Tootsie Rolls (b).

**\* THIS FORM AND THE COUNCIL’S CHECK ARE DUE SATURDAY, NOVEMBER 15, 2014**

<b>Gross Revenue</b> All money collected	(a) \$
<b>Cost of Tootsie Rolls</b> (_____ cases @ \$ 19.50 per case)	(b) \$
<b>Net Revenue</b> (a) minus (b)	(c) \$
<b>State Council Share</b> divide Net Revenue (c) by 5	(d) \$
<b>Funds Available for Charity</b> subtract (d) from (c)	(e) \$

\_\_\_\_\_  
Grand Knight

\_\_\_\_\_  
Council #

\_\_\_\_\_  
Phone

\_\_\_\_\_  
E-mail Address

\_\_\_\_\_  
Financial Secretary

\_\_\_\_\_  
E-mail Address

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Date

*\* Remember that 20% of your man-hours expended on the Tootsie Roll Drive can be added to the hours you report as in support of Special Olympics (Form 4584)\**

**RETURN THIS FORM AND CHECK BY MAIL TO:**

Gregg Sprigg, Knights of Columbus State Secretary  
Campaign for People with Intellectual Disabilities  
“Tootsie Roll Drive”  
7201 Timber Ridge Court  
Reno, Nevada 89523-7165  
Tel: (775) 354-5390 e-mail: gasprigg@abcglobal.net



**KNIGHTS OF COLUMBUS  
Nevada State Council**

**Campaign for People with Intellectual Disabilities**

**“2014 Tootsie Roll Drive”**

**COUNCIL CHARITY FORM**

To State Secretary:

Our council participated in the Campaign for People with Intellectual Disabilities with a Tootsie Roll Drive. Attached is a check for the total money collected from the drive. We understand that checks for the selected charities will be forwarded from the Nevada State Council to the Council’s Grand Knight at the address supplied below. The Grand Knight will present checks to each of the Council’s selected charities.

**\* THIS FORM AND THE COUNCIL’S CHECK ARE DUE SATURDAY, NOVEMBER 15, 2014**

**The address supplied below is where the checks to the charities will be mailed to.**

COUNCIL NAME \_\_\_\_\_

GRAND KNIGHT \_\_\_\_\_

FINANCIAL SECRETARY \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

**Please issue checks made payable to the following charities: I have provide the complete address.**

CHARITY NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

AMOUNT OF CHECK \_\_\_\_\_

CHARITY NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

AMOUNT OF CHECK \_\_\_\_\_

CHARITY NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

AMOUNT OF CHECK \_\_\_\_\_





**Campaign for People with Intellectual Disabilities**

**“2014 Tootsie Roll Drive”**

COUNCIL NAME \_\_\_\_\_

CHARITY NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

AMOUNT OF CHECK \_\_\_\_\_

CHARITY NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

AMOUNT OF CHECK \_\_\_\_\_

CHARITY NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

AMOUNT OF CHECK \_\_\_\_\_

CHARITY NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

AMOUNT OF CHECK \_\_\_\_\_

**RETURN THIS FORM AND CHECK BY MAIL TO:**

Greg Sprigg, Nevada State Secretary  
Campaign for People with Intellectual Disabilities  
“Tootsie Roll Drive”  
7201 Timber Ridge Court  
Reno, Nevada 89523-7165  
Tel: (775) 354-5390 e-mail: [gasprigg@abcglobal.net](mailto:gasprigg@abcglobal.net)