



Hello and thank you for your interest in organizing a Helping Hands Week at Trolley Car Diner, Trolley Car Café and Trolley Car Station! The Diner, Café and Station will donate **20% of your groups' food and beverage revenue** from those who dine during the week of your fundraiser:

Diner Hours:

Monday – Thursday: 7am to 9pm

Friday & Saturday: 7am to 10pm

Sunday: 8am to 9pm

Café Hours:

Sunday – Saturday: 7am to 3pm

Station Hours:

Sunday – Thursday: 7am to 10pm

Friday & Saturday: 7am to 12am

Everyone participating in your Helping Hands Week **must present the provided coupon to the cashier or show it to them on their phone when paying the check. Your guests will be asked to provide their name and email address to add to our email list.**

If the 20% you raise comes out to less than \$25, we will credit your organization the amount towards your next Helping Hands Week effort. When you reach a 20% gain of \$25 or more we will mail out your check.

To help make this week more profitable for your organization, we will provide some ideas and organizing materials that other groups have used successfully. **Please communicate to your supporters that we CANNOT allow solicitation of other customers or the distribution of the coupon at the Diner/Café/Station to guests outside your group**, but you may post literature about your organization on our community bulletin board up to 10 days prior to the start of your week. You may also tag us on social media. Please also remind your supporters that **children must be supervised at all time during your visit**. Organizations that fail to respect these guidelines may have their week cut short.

To allow us to staff properly and ensure you experience no unnecessary delays, please call ahead if a large number of your supporters plan to come in at a specific time.

Many organizations find that Helping Hands Weeks can be an enjoyable community building activity that is inexpensive and easy to organize. Encourage your friends, members and supporters to dine during your fundraising week and remind them to bring their neighbors and family for a delicious meal!

Please contact me if you have any questions, comments, or suggestions.

Thank you,

Maeve Daly | 215-247-5555 ext 201 | maeve@phillyofficeretail.com

Diner - 7619 Germantown Avenue, Philadelphia, PA 19119 www.trolleycardiner.com (215)753-1500
Café - 5219 S. Ferry Road (at Kelly Drive), Philadelphia, PA 19129 www.trolleycarcafe.com (267)385-6703
Station- 3940 Baltimore Ave, Philadelphia, PA 19104 www.trolleycarstation.com (215) 709-3320