

## Schertz Area Senior Center: BINGO Sponsorship Policy

### Program Overview

The Schertz Area Senior Center hosts BINGO for Senior Center members on the following days and times:

- Mondays, Wednesdays, and Fridays
- 12:30 PM – 1:30 PM
- Location: Schertz Area Senior Center (608 Schertz Pkwy, Schertz, TX 78154)
- Membership: 800+ Members
- Average Attendance: 120+ Participants

BINGO is a popular activity that promotes social connection, engagement, and fun for older adults in our community. Sponsorships help us continue providing quality programming and prizes for participants.

### Who May Sponsor

BINGO sponsorship is open to:

- Individuals
- Businesses
- Community organizations
- Civic groups and partners
- Candidates for public office (subject to additional restrictions outlined below)

All sponsorships must align with the Senior Center's mission and maintain a welcoming, respectful, neutral, and non-disruptive environment for participants.

The Schertz Area Senior Center is a nonpartisan facility and does not endorse any political candidate.

### Sponsorship Options

#### Option 1: Sponsor-Hosted BINGO

Sponsors may select an available date to attend and host (call out) BINGO.

### **Sponsor Responsibilities:**

- Provide 10 prizes (one prize per game)
- Each prize must have a minimum value of \$10
- Prizes must be appropriate for adults and suitable for a Senior Center environment

### **Sponsor Participation Guidelines:**

- Sponsors may briefly introduce themselves and share a short overview of their business or organization
- Candidates for public office may state their name and the office they are running for
- Interaction with participants must remain friendly, respectful, and non-disruptive
- Remarks must be brief and must not interrupt or delay game play

### **Political & Campaign Restrictions**

To maintain a neutral and welcoming environment:

- BINGO may not be used for political campaigning or electioneering
- Sponsors may not request votes, public support, or endorsements
- Fundraising, solicitation of donations, or collection of campaign contributions is strictly prohibited
- No campaign materials may be distributed, displayed, or left behind (including flyers, brochures, postcards, signs, buttons, stickers, promotional giveaways, etc.)
- Sponsors may not use microphones or address the group for campaign messaging or platform discussion
- Sponsors may not imply endorsement by the Senior Center
- The Senior Center name, logo, or likeness may not be used in campaign materials

### **Guest Speaker Restriction**

Once a sponsor has secured a date to host BINGO:

- The sponsor may not bring in a guest speaker, surrogate, representative, or third party to call BINGO
- The secured host must be the approved sponsor

## Option 2: Staff-Hosted BINGO

Sponsors may choose to support BINGO without attending in person.

### Sponsorship Contribution Options:

- Donate \$150, and Senior Center staff will purchase prizes and host BINGO on the sponsor's behalf

### OR

- Drop off 10 prizes (in lieu of the \$150 donation)

### Sponsor Recognition Includes:

- Special acknowledgment of the sponsor at the beginning and end of BINGO
- Sponsor name announced during recognition (business name and/or individual name only)

For political candidates, recognition will include name and office sought only. No campaign messaging, slogans, or platform statements will be included.

### Prize Guidelines

All donated prizes must be:

- New and unused
- Appropriate for a senior audience
- Easy to distribute and safe for participants
- Minimum value: \$10 per prize

Examples of recommended prizes include:

- Small household items
- Personal care items
- Snacks or treats (non-perishable)
- Games, puzzles, or activity items

Senior Center staff reserve the right to decline prizes that are unsafe, inappropriate, expired, or not aligned with program standards. Gift cards or cash prizes are not permitted as prizes.

## **Scheduling & Availability**

Sponsor-hosted dates are scheduled on a first-come, first-served basis and must be reserved in advance.

To schedule a date, sponsors must:

- Contact Senior Center staff to confirm availability
- Confirm which sponsorship option they are selecting
- Submit prizes or donation prior to the scheduled date (timeline set by staff)

All candidate sponsorships must also comply with the Schertz Area Senior Center Political Campaign Activities Policy.

All sponsors are limited to hosting BINGO no more than once per month.

## **Sponsor Conduct Expectations**

To ensure a positive experience for all participants, sponsors are expected to:

- Treat all members and staff with respect
- Follow staff direction during the program
- Maintain a welcoming and inclusive environment
- Avoid behavior that interferes with programming
- Refrain from partisan or campaign-related activity

Senior Center staff reserve the right to:

- Issue a verbal reminder of policy
- Immediately end a sponsorship visit if conduct becomes disruptive or inappropriate
- Remove individuals from the facility
- Cancel or deny future sponsorship opportunities

**Questions or Scheduling Requests**

To sponsor BINGO or inquire about available dates, please contact:

**Schertz Parks and Recreation – Senior Center Team**

Schertz Area Senior Center  
210-619-1970

Samantha Raby – Senior Center Supervisor

[sraby@schertz.com](mailto:sraby@schertz.com)

Amie Stevens – Senior Center Recreation Specialist

[astevens@schertz.com](mailto:astevens@schertz.com)

**SPONSOR ACKNOWLEDGMENT**

By signing below, I acknowledge that I have read and understand this addendum and agree to comply with the Schertz Area Senior Center’s BINGO Sponsorship Policy

**Business/Group Name (If applicable):** \_\_\_\_\_

**Name (Printed):** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_