



Frequently Asked Questions

What can MidState Medical Center do to help promote the event?

We can help promote your event on our website, Facebook page, and internal communications. This may include:

- MidState Medical Center's Department of Philanthropy website
- MidState Medical Center's Facebook page
- MidState Medical Center's bi-weekly internal publication and e-communications to staff
- Fliers posted around the hospital

Can you give me lists of supporters or potential event sponsors?

Our mailing lists of donors, patients, physicians, staff and vendors are confidential. MidState Medical Center cannot solicit these groups for your events.

Can MidState Medical Center pay for some of my expenses?

MidState Medical Center is a not-for-profit charitable organization, and cannot assume any responsibility for event expenses. Your event costs should be deducted from the funds raised prior to sending the donation to MidState Medical Center.

Will you provide staff support in the planning of the event or for the day of the event?

The Department of Philanthropy will be able to provide you with event planning guidance. However, due to staff and time constraints, we cannot serve on planning committees or manage your event.

Will MidState Medical Center give us brochures or promotional items to hand out at the event?

MidState Medical Center does not maintain a budget to provide events with gift items. We may be able to provide brochures given advance notice.

Can MidState Medical Center provide me letters and receipts for my supporters?

Per regulations of the Internal Revenue Service, we can only acknowledge direct contributions to MidState Medical Center.

Where do I mail the check?

Please make check payable to: **MidState Medical Center**
and Mail to:

MidState Medical Center
Department of Philanthropy
435 Lewis Avenue
Meriden, CT 06451