

Donald G. Wells  
Alumni Golf Tournament  
*Cal Poly Pomona ASCE*



## ASCE Student Chapter

California State Polytechnic University, Pomona

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### 2020 Cal Poly Pomona ASCE 6th Annual Donald G. Wells Alumni Golf Tournament - Notice of Cancellation

## MEMORANDUM

Dear Registrant,

I hope this email finds you well. Given the various changes we've encountered within the past several months, I'd like to thank our remaining sponsors for your flexibility during this unusual time. CPP ASCE prioritizes the health and safety of its members and community. As a result, we've decided to cancel the 6th Annual Donald G. Wells Alumni Golf Tournament. We anticipate, with high hopes, to host the next physical tournament in Fall 2021.

I would like to extend my appreciation to those who have remained registrants. Proceeds accumulated from the annual tournament directly support our students in helping fund club activities, project teams, and scholarships.

Furthermore, there are two options available to current sponsors. We ask that each company fill out the attached *Memorandum & Refund Option Form* and submit via email to [cppasce.alumni@gmail.com](mailto:cppasce.alumni@gmail.com) by **July 14, 2020**.

Thank you for your continued interest in supporting the Cal Poly Pomona American Society of Civil Engineers (CPP ASCE) Student Chapter. We look forward to seeing you at the 7th Annual Donald G. Wells Alumni Golf Tournament. Please feel free to contact us with any questions and/or concerns.

Wishing you safety and good health,

Maryn Santiago and Elizabeth Aguilar  
*Alumni Relations Chairs 2019-2020*  
Cal Poly Pomona ASCE Student Chapter  
California State Polytechnic University, Pomona  
[cppasce.alumni@gmail.com](mailto:cppasce.alumni@gmail.com)  
(909) 552-3919 | (661) 839-9318



**Sponsor Information**

**Contact Person:** \_\_\_\_\_

**Company Name:** \_\_\_\_\_

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

**City, State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

☐ **Option A: I would like to convert my sponsorship to a donation\***

- Monetary sponsorship will be converted to a donation to the Cal Poly Pomona American Society of Civil Engineers (CPP ASCE) Student Chapter

*\*Please fill and sign Acknowledgement Statement below*

☐ **Option B: I would like to withdraw sponsorship\*\***

- Refunds will be issued accordingly

*\*\*Please Note: Refunds for payments made with a check may take up to 2-3 weeks to process; Refunds for payments made with a credit card may take up to 1-2 days to process. Turn-around times may be affected due to campus closure as a result of COVID-19 Crisis.*

Please direct any questions and/or concerns to [cppasce.alumni@gmail.com](mailto:cppasce.alumni@gmail.com).

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## **ASCE Student Chapter**

California State Polytechnic University, Pomona

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2020 Cal Poly Pomona ASCE 6th Annual Donald G. Wells  
Alumni Golf Tournament - Refund Option Form

### **Acknowledgement Statement**

In selecting Option A, I understand that my sponsorship amount of \_\_\_\_\_ made on  
*(\$ Dollar Amount)*

behalf of \_\_\_\_\_ will be converted into a donation to the Cal Poly  
*Company Name*

Pomona American Society of Civil Engineers (CPP ASCE) Student Chapter.

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

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