



## HOLIDAY FAIR 2009 SILENT AUCTION

DEAR FRIENDS AND NEIGHBORS,

The Neighborhood School on East 3<sup>rd</sup> Street is reaching out to you for support. We are collecting donations for our annual Holiday Fair Silent Auction on December 6th. Our families are some of your loyal customers and we need your help for our biggest fundraiser of the year.

As at all public schools these days, city funding for the arts and other special programs is virtually nonexistent. Our PTA works extremely hard to raise funds to provide our kids with a library, a librarian, art, music, dance, an overnight in the Catskills...your contributions go directly toward these valuable educational experiences and your generosity does not go unnoticed by the 300 or so families that participate in the Fair.

If you've donated in the past, we thank you and hope you will renew your support by once again donating merchandise or gift certificates. If you haven't donated before, we hope you will consider doing so this year, especially if you are a new business. Big or small, every donation counts.

We need to collect all donations by last week of November! Please email the contact below to arrange for a pick up of your donation. A donation form is attached. Thank you in advance.

Sincerely, the Silent Auction Committee

Contacts: Charlotte Slivka ([lileezpad@earthlink.net](mailto:lileezpad@earthlink.net)), Jocelyn Lieu ([jocelynlieu@gmail.com](mailto:jocelynlieu@gmail.com)), Donna Binder ([dbinder@igc.org](mailto:dbinder@igc.org))

THE NEIGHBORHOOD SCHOOL 121 EAST 3<sup>RD</sup> ST. NY, NY 10009 212-387-0195



**2009 HOLIDAY FAIR SILENT AUCTION DONATION**

Thank you for your generous gift and support of The Neighborhood School's Annual Holiday Fair to be held on December 6, 2009 and sponsored by the School's PTA (a 501(c)3 organization).

<b>Donor/Business Name &amp; Contact:</b>	
<b>Address:</b>	
<b>Phone:</b>	<b>Email:</b>
<b>Type of Business:</b>	
<b>Neighborhood School Contact Name &amp; Phone #:</b>	
<b>Description of Donation:</b>	
<b>Value:</b>	<b>Suggested Minimum Bid:</b> (usually 50% or specify otherwise)
<b>Additional Notes:</b>	

PLEASE PRINT CLEARLY AND ATTACH A BUSINESS CARD IF AVAILABLE. RETURN COMPLETED FORMS TO THE DESIGNATED "SILENT AUCTION" MAILBOX IN THE PTA ROOM. ATTACH GIFT CERTIFICATES TO THE SHEET. WE WILL CONTACT YOU TO BRING IN DONATED ITEMS PRIOR TO THE AUCTION TO AVOID STORAGE ISSUES. QUESTIONS: SILENT AUCTION MEETS EVERY FRIDAY MORNING

[cbinder@igc.org](mailto:cbinder@igc.org) or [jocelynlieu@gmail.com](mailto:jocelynlieu@gmail.com) THANK YOU!

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**GIFT CERTIFICATE**

This certificate entitles:

Name \_\_\_\_\_ to

Item/Service \_\_\_\_\_

Value \_\_\_\_\_

Donor's Name \_\_\_\_\_

Donor's Address \_\_\_\_\_

Donor's Phone #: \_\_\_\_\_

Signature \_\_\_\_\_