



## The Spring Auction Needs YOU!

Your auction needs you to collect donations from neighborhood businesses and individuals to be auctioned off online! We need your help gathering a great assortment of experiences and items for our auction. Items can include vacation homes, show tickets, sporting event tickets, camp weeks, spa certificates, birthday party packages, wine tastings and private dinners at restaurants. Other popular items include designer accessories, jewelry, wine, gift certificates, and professional services. New ideas are welcome!

Do you know someone who can help us? Items that sell well include the following:

- Art
- Vacation homes for a week or weekend
- Entertainment and sporting event tickets (theater, concerts, movies)
- Gift certificates for hotels, restaurants, or connections to chefs
- Special experiences in the art, fashion, sports, travel, or culinary worlds
- Electronic, computer, or tech items
- Summer camps, children's or adult classes
- Gift certificates or items from home decoration, clothing, or children's interest retailers

The second page of this packet is a letter you can print and use to let potential donors know about us and the third page is the donation form itself. Donations can also be entered online. To access the form, please visit [www.ps295.org/auction](http://www.ps295.org/auction).



Dear Friends and Neighbors of PS 295,

One of PS 295's largest fundraisers – the Annual Spring Auction - is almost here and The PTA of PS 295 needs your help!

This event can be one of our biggest fundraisers of the year and the money raised at the auction goes directly to support vital school programs including music, homework help, and other classroom supports throughout the year.

Our school is a wonderful Pre-K through grade 5 public school of nearly 450 students located on 6<sup>th</sup> Avenue between 18<sup>th</sup> and 19<sup>th</sup> Street in Greenwood Heights, Brooklyn. Our student population is diverse both in culture and socioeconomic background. We are a Title 1 school meaning that at least 60% of our population must be eligible for free or reduced lunch. The programs that the Auction helps to support are critical in making our school the exceptional place that it is. We hope you will consider giving to our school so we can continue to provide this essential programming.

In addition to your donation providing much needed support to the students at PS 295, there is the added benefit of the exposure that your business will have to the over 250 expected auction attendees as well as our entire school community through our online auction. Another plus is that the PTA of PS295 is a 501(c)(3) non profit organization, so depending upon your particular situation, your donation may be tax deductible.

For your convenience, please use the following site to link to donate an item to the auction: [www.ps295.org/auction](http://www.ps295.org/auction).

Thank you in advance for your generosity!

The PS 295 PTA



## PS 295 Auction Donation Form

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

Your Name: \_\_\_\_\_

Company/Donor Name: \_\_\_\_\_

What are you donating? \_\_\_\_\_

Description of your company/ service: How do you want your donation described on our auction website? Please include special requirements. (ie. age limits, expiration date). Also, please include your location and company website, if applicable.

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How many are you able to donate? \_\_\_\_\_

Value of Donation: \_\_\_\_\_

The donation will be submitted by:

- Email info to [auction@ps295.org](mailto:auction@ps295.org) with "Spring Auction Donation" in the subject line at attach gift card, certificate, or online code to enter at time of booking/purchase etc. Also include high quality picture of the item and/or logo.
- Mail gift card, certificate, tickets, etc. to: PS 295 PTA, Attn: Auction, 330 18<sup>th</sup> Street, Brooklyn, NY 11215
- Bring item to the school the week before the auction (April 6th)
- Bring item to the Spring Auction (April 6th)

If you are a member of our PTA committee or are submitting this on behalf of a donor, please write your name below:

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Please turn in this completed form to the PTA mailbox in the PS 295 Main Office or scan and email to [auction@ps295.org](mailto:auction@ps295.org) along with I your high quality picture of the item and/or logo.