

What is the expectation for my family? All in! Every family donates an item and every family purchase one! If you are able to attend the Auction Event, we promise it will not disappoint you! If you cannot, *the online auction* is a wonderful way to shop and support our kids at Salem! A reminder that we don't ask families to sell products like cookie dough, pizzas, trash bags or wrapping paper. We do ask that you support these auction events.

What is the goal? Our goal is 500 auction items! The more items we have the more variety of items we can bid on! We hope the successful procurement of items and subsequent purchases of items yields \$200,000.

How does this procurement of donations work? We will provide a "Donation Form" to each family and an explanation of how to complete the form. The donor is responsible for the fair market value and completing the form, keeping the pink copy for their records. Your job is to return the rest of the form and the auction item (or certificate that explains the services being donated) to the school front office.

How do I ask for a donation? We will provide you, along with a donation form, a set of talking points about our school, to guide you in asking a business vendor for a donation.

What if I am the donor of a purchased item? You will purchase an item (maybe a designer purse), complete the form, keep the pink copy, and bring the item (or the certificate explaining the details) to the school front office. You may decide to partner with another family to purchase an item to donate or provide a great experience- such as tickets to the *Hobby Center and Dinner in midtown*.

Who takes photos of the items and determines their location at either the live auction event or the online auction? *The Texas Auction House* will be taking photos and writing up our donations, using the information from the donation forms. Together with our school auction team, items will find their way to *the Live Auction*, the Bid Board and the Silent Auction. The others will become part of the *online auction*.

What are "Class Projects" and to which auction do they go? Depending on how the projects turn out and their reach – who would likely purchase the item and get something worthwhile from it – a determination will be made as to which auction the project will be assigned. For example, a parent donates tickets to the Rockets and the rest of the class/parents purchase items to add: basketball jerseys, a basketball goal, a basketball, and dinner downtown - would likely end up at the Live Auction event. Or, the class makes a handmade Christmas wreath and because the majority of the parents aren't going to the Live Auction event, the item may be assigned to the *online auction* because the parents can more actively take part.

Dates to Remember:

October 1	Live Auction Event tickets/table sponsors available on the school website
October 1-Nov 8	The Harvest – item procurement for the auctions
Categories:	<i>businesses, experiences, travel, electronics, toys, ladies' items and designer accessories, men's items, Christmas décor and household items</i>
November 8	Class Projects due for display
Sunday November 10	Open House
Friday November 15	Live Auction Event
Mon Nov 18- Mon Dec 2	Online Auction
Tues Dec 3rd	Online Auction Item Pickup at Salem Lutheran School