

December 2017

Dear Families and Friends,

Geneva Day School is a nonprofit, nondenominational, private school offering award-winning preschool and kindergarten programs in a safe, secure and nurturing learning environment. The Geneva Parents Association (GPA) raises funds each year for the Geneva Scholarship Fund, updated playground equipment, and more. We hope you will consider supporting our mission in making these programs available to as many families as possible by participating in our 2018 auction.

Our annual auction is Geneva Day School's biggest fundraising effort. We look forward to presenting a wide variety of auction items to our extended community and to include many high-demand items like those your company can provide. Your generous donation will help make our 2018 auction successful, providing the means to offer financial assistance to Geneva Day School families in need, as well as help fund upgrades for the School.

Your donation and/or sponsorship gets you in front of hundreds of savvy consumers, which is a great opportunity for increased exposure for your business! You can support us with a variety of donations:

- ❖ Gift certificates
- ❖ Sporting and entertainment tickets/memorabilia
- ❖ Unique experiences
- ❖ Specialty gifts
- ❖ Direct cash donations
- ❖ Auction sponsorship

We look forward to hearing from you soon and hope to include and promote your business as a supporter of the GPA's Auction 2018. Please complete and return the enclosed Donation Agreement Form **by February 8, 2018**.

Geneva Day School is a nonprofit organization under the IRS Code Section 501(c)(3) and all contributions are tax deductible (Federal ID # 52-0817114) to the extent permitted by the law.

On behalf of the students, parents, teachers, and staff, we sincerely thank you for your time and generosity.

*Elaine Kaviani*

Auction 2018 Chair  
auction@genevadayschool.org

**DONATION AGREEMENT AUCTION 2018**  
**25<sup>TH</sup> ANNUAL AUCTION—MARCH 10-18, 2018 (Online)**

Donor/Company Name: \_\_\_\_\_  
*Please print information above as you would like it to appear on our website and promotional materials.*

Contact Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Website: \_\_\_\_\_

Detailed Description of Donation: *(as you would like it to appear on the online and silent auction catalogs)*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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Additional Information: Conditions or Restrictions *(i.e. expiration dates, blackout dates, specific location)*

\_\_\_\_\_

\_\_\_\_\_

Fair Market Value of Donation *(tax deductible to the extent permitted by law)* \$ \_\_\_\_\_

Donation enclosed

Donation will be mailed or delivered **by February 8, 2018.**

Donor's Signature \_\_\_\_\_ Date: \_\_\_\_\_

**Please return your completed donation form via mail to the school attention GPA Auction or email [auktion@genevadayschool.org](mailto:auktion@genevadayschool.org) by **February 8, 2018.****

Thank you for your generosity and for “encouraging a lifelong love of learning!”  
Federal Tax ID #52-0817114