

George Peabody Elementary Community Silent Auction

Saturday, March 13, 2010

Time to ask for donations! Attached is a Solicitation Letter; additional copies of this letter are available in the office and on the peabodyschool.com website. We are asking that parents approach a family member, friend or local business to solicit a donation of a product (like a gift basket, jewelry, sports tickets, gift certificate) or service (2 hours of handy man time, 1 hour of landscaping). The letter explains the purpose of the donation. There is a signature line at the bottom so you can personally sign the letter. Use the donation form to document the item/service. As soon as you secure a donation, return the donation to Jessica Irvine for tracking. I'll have an envelope in the office in case you don't catch me at school. If there is a large item to store, we can make arrangements to transfer or pick up the item.

Donations are due by February 7, 2010. If you have any questions, please feel free to email me at jeirvine2001@yahoo.com or call at (415) 694-2020. *If you would like to help distribute these letters in the community, please contact me immediately!! Thanks, Jessica Irvine*

George Peabody Elementary Community Silent Auction

Saturday, March 13, 2010

Time to ask for donations! Attached is a Solicitation Letter; additional copies of this letter are available in the office and on the peabodyschool.com website. We are asking that parents approach a family member, friend or local business to solicit a donation of a product (like a gift basket, jewelry, sports tickets, gift certificate) or service (2 hours of handy man time, 1 hour of landscaping). The letter explains the purpose of the donation. There is a signature line at the bottom so you can personally sign the letter. Use the donation form to document the item/service. As soon as you secure a donation, return the donation to Jessica Irvine for tracking. I'll have an envelope in the office in case you don't catch me at school. If there is a large item to store, we can make arrangements to transfer or pick up the item.

Donations are due by February 7, 2010. If you have any questions, please feel free to email me at jeirvine2001@yahoo.com or call at (415) 694-2020. *If you would like to help distribute these letters in the community, please contact me immediately!! Thanks, Jessica Irvine*