

January 22, 2015

Dear Partner in Education:

I am proud to announce Christ Lutheran Preschool's 17<sup>th</sup> Annual Silent Auction entitled "Tiki Time". This significant event will be held on Sunday May 31<sup>st</sup>, 2015. We are looking for community support of children by donating goods or services to our auction. Your generosity will help us continue our vital role in educating the children of our community and supporting the teachers of our school.

Christ Lutheran Preschool is a state licensed, non-profit school which has been serving the community for over 45 years. We are committed to providing high quality education for all students in a safe, loving and faith-nurturing environment. The faculty provides consistent and unyielding dedication to each child, our school and its families, relying on a collaborative approach to teaching and active parent participation. Our guiding principle is to help our students master the skills needed to succeed in school and in life. Through the nurturing of mind and spirit, our teachers guide children through their first educational experience creating a steadfast love of learning.

This is an ideal opportunity to promote your business to people in our community while supporting a worthwhile cause. Auction donors will be listed in the auction program. In addition, if your donation exceeds \$500.00, you will receive a complimentary full page ad in the auction program. Christ Lutheran Preschool is a non-profit organization, so your donation is tax-deductible to the full extent allowed by law.

Please take a moment to complete the enclosed donation form and fax to (562) 598-2435 or mail to the address below. All donations should be received by Friday, May 1<sup>st</sup>, 2015. Please send your donations to the school or call to make arrangements for us to pick them up. Please contact Lisa Clinton, Director at (562) 594-6117 or [info@clplb.com](mailto:info@clplb.com) if you have any questions.

Thank you in advance for your participation in making our event a success.

Celebrating children with you,

Lisa Clinton  
Director

**Tax ID #: 95-2466926**



# "Tiki Time"



**Donor** (please print exactly as you wish to be listed in the program): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Contact Name (if different from Donor): \_\_\_\_\_

**1. Auction Item Donation** Value \$ \_\_\_\_\_

Description of Donation:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List any restrictions or limitations:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_ Item is attached

\_\_\_\_ Item will be delivered (date) \_\_\_\_\_

\_\_\_\_ Please contact us to pick up item

**3. Cash Donation Sponsor**

(to underwrite expenses for the event)

Amount \$ \_\_\_\_\_

**2. Program Advertising**

Please attach your Black and White camera ready ad or business card.

\_\_\_\_ Full page ad (8 1/2" by 11") \$75.00

\_\_\_\_ Half page ad (5 1/2" by 8 1/2") \$50.00

\_\_\_\_ Business card ad (3 1/2" by 2") \$25.00

**Instructions:** Please send this form and your donation with checks made payable to Christ Lutheran Preschool by May 1<sup>st</sup>. Christ Lutheran Preschool 6500 E. Stearns St. Long Beach, CA 90815. If you have any questions or need additional assistance, please contact Lisa Clinton, Director at (562) 594-6117 or info@clplb.com. Please retain a copy of this donation form for your records.

**Thank you for your continued support! Tax ID #95-2466926**