



## Auction Donation Reply Form

# Help Make Wishes Come True!

### Please reply by May 3, 2017

Donor Name (as you would like to be listed in our materials)

Primary Contact

Phone #

Street Address

City

State

Zip

Fax

Email (please print clearly- thank you)

Item Description	Restrictions/expiration/ black out dates	Estimated Value

- Item/certificate enclosed
- I will ship item/s to your office
- Please contact me to arrange pick-up

*Thank you for helping make wishes come true!*

Make-A-Wish® Greater Bay Area • 55 Hawthorne Street, Suite 800 • San Francisco, CA 94105  
Tel (415) 982-9474 • Fax (415) 354-3441 • [www.SF.wish.org](http://www.SF.wish.org) • [tburnett@SFwish.org](mailto:tburnett@SFwish.org)

501c3 Tax Identification Number: 94-2958481



## **Auction Donation Information**

### ***What are the different types of auctions?***

- **Live Auction:** These are the biggest, most valuable items in the auction. They are auctioned off by a professional auctioneer, and are typically valued at \$5,000+
- **Super Silent Auction:** Super Silent auction items are the very best items in the silent catalog. They are typically valued between \$800-\$4,999
- **Silent Auction:** The silent auction contains a number of wonderful items, many of which are packaged together into themed lots. Like the live and super silent auctions, the silent auction is hugely important to us! Silent auction donations are typically valued at \$150-\$799

***We greatly appreciate any donation and are happy to respect any restrictions or exclusions.***

### ***How will my gift be featured at the event?***

#### **Live Auction** donors receive recognition:

- in the full-color program (exclusive full page for each auction item with photos, logo if desired, and write up/description of the donated auction item)
- on the event's website in the live auction preview
- in the live auction preview document that goes out to all 1000+ attendees
- in traditional and social media blasts/ads (when available)
- in acknowledgement announcements on event day
- on full color 11x17 signage with photos in the live auction display area on event day
- in the live auction Power Point and/or video shown during the live auction
- with a formal thank you letter and donation receipt after the event

#### **Super Silent Auction** donors receive recognition:

- in the special, highlighted Super Silent auction area, limited to approximately 10-18 items
- on 11x17 special full-color signage on the auction table (including logo if desired,) listing on the bid sheet
- in acknowledgement announcements on event day (time permitting, at emcee's discretion)
- with a formal thank you letter and donation receipt after the event

#### **Silent Auction** donors receive recognition:

- on the bid sheets and displays near the auction item (room for small promos/business cards available)
- with a formal thank you letter and donation receipt after the event

***Thank you for helping make wishes come true!***