



AUCTION DONATION & PROCUREMENT FAQ'S

What is the preferred auction contribution for each school family?

- Each school family is encouraged to donate an item or cash valued *at \$75 or greater*.
- Each school family is encouraged to *procure items from 1-2 businesses*. You can sign up to procure more if you would like.

How do I know what to donate?

Once again, we have recommended themes per grade (listed on back). You can purchase something that goes with your child's grade theme or a cash donation is welcome to put towards a grade group gift. If you have another gift idea, not related to your assigned theme(s), that's fine too! Check out **Pinterest** for auction ideas!

If I have more than one school child, what is my theme?

You can select which grade theme. Only one personal donation per family is recommended.

How do I turn in my donation and procured items?

Please fill out a procurement form for your personal and procured donations, you keep the pink back copy for your records. For a procured item, please leave the pink back copy with them for their records. One procurement form per donation. You can take your donations to your grade gift gathering parties or turn them into the school office. Please make sure to sign them in on a procurement log so that we have a record of what was turned in. Other drop off opportunities will be announced closer to the auction date.

If I have more than one school child and want to make a cash donation, which grade do I give my donation to?

You can decide which grade group gift you would like to go in on. Please indicate on your procurement form which grade group gift you would like to contribute to.

Is a personal donation required?

No. We understand not everyone is in a position to donate. If you are unable to donate, we encourage you to sign up for more businesses to procure.

Which businesses do I sign up to procure?

You are encouraged to select a business to procure from your grade(s) tab on the Sign-Up Genius; however, if you would like to procure from other businesses you are welcome to do so. If you are searching for a specific business to procure, a document of all businesses on the Sign-Up Genius and their tab location, will be listed alphabetically on each grade's tab in the description for your convenience. You can also add a New business on the New Business Tab if it's not listed on any tab of the Sign-Up Genius.

I don't like to ask people for donations, do I have to procure?

Hopefully. We encourage all school families to take part in the procurement process. This year our silent auction items will be a direct result of our school family procurement.

*****Turn over for Grade Themes*****

Grade Themes

K – Pamper Me

1st – Family Entertainment

2nd – Just for Kids

3rd – Outdoor Living

4th – All About Sports

5th – Good Eats

6th – Guys, Gadgets & Gear

7th – Home Décor

8th - Going Out with Style