SILENT AUCTION
NOT SO SILENT NIGHT, HOLY COW THE PRIZES!

On behalf of the event committee and Being Alive SD, our beneficiary, thank you for agreeing to sponsor a Silent Auction item for our 2nd annual Festival of Trees San Diego!
We are thrilled to have you involved!

Questions? Contact Ethan Bury: festivaloftreessd@gmail.com or (480) 427-6676

YOUR DETAILS

Please complete and email the form on the back.
A downloadable and fillable form an be found at festivaloftrees.org/silentauctionform.pdf

TIMELINE AND DEADLINES

Now: **Email the above information**

Oct 1: **Event Tickets Go Live**

Nov 15: Email Logo and final donation details

Week of Nov 14: Deliver items to Ethan Bury

Nov 14-19: Online PR for Silent Auction donors (including logos, online links, etc.)

Nov 20: Event 5-8pm – Winners depart with winning silent auction items that evening!

Complete form on back!

CONSIDERATIONS

• Please organize and wrap baskets, items, etc. in clear plastic for display, except for gift cards, envelopes, etc.

• Please be specific with your approximate value and descriptions as we will create a description display to accompany your item(s) at the event.

• Your item(s) will be auctioned off at the event, not online.

**Tax Donation Letter: We will provide you a 501c-3 tax donation letter based on the declared and reported value of your tree and related items (see above reporting deadline) for potential use in your 2022 tax filings.

www.festivaloftreesSD.org

SILENT AUCTION FORM
NOT SO SILENT NIGHT, HOLY COW THE PRIZES!

Festival of Trees
SAN DIEGO

Complete this form and email it back to Ethan Bury at ethanbury@gmail.com

A downloadable and fillable form an be found at www.festivaloftreessd.org/auction-donation-form

Email completed form

YOUR DETAILS

_____

Donor Name/Business

_____   _____

Address (where 501c donation letter will be sent)   **City, State, and Zip**

_____   _____

Phone number   **Email address**

_____

Website

_____

Social media handles (Facebook, Instagram, Twitter, etc.)

Attach logo in email!

_____   _____

Approximate dollar value of the total donation   **Logo** (see logo requirements sheet)

Item(s) Donated (provide a brief but specific description we can use to feature your item(s) at the event)

Download / complete online

www.*festival of trees* SD.org