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Dear \_\_\_\_\_,

St. Elizabeth Catholic School's annual Silent Auction is Saturday, April 26, 2008. This major fundraising event is critical to the school's operating budget. In past years, proceeds have funded facility improvements, continuing education for faculty, and classroom supplies. For 2008, the proceeds will be used to improve the technology throughout our school.

The success of our auction has always relied on the goodwill and generosity of faculty, parents and businesses. This year is no different, and we ask that your company become a partner for the Silent Auction with a product, service, or monetary donation. You will receive special recognition with signage and listings in the auction directory and your donation is tax deductible.

Enclosed is the donation form that we ask you to fill out if you are able to support our efforts. We will be happy to pick up your donation, or you can mail it directly to the school. All donations will be due by March 31, 2008. Please retain a copy of the donation form for your records for tax purposes.

If you have any questions, please contact me at 972-296-9205. Thank you in advance for your generous support.

Best Regards,

Kelly Blackburn, President  
St. Elizabeth Home & School Association