



Dear Friend(s) of Montessori de Terra Linda,

Montessori de Terra Linda (MdTL), an independent school dedicated to giving children 2 to 12 years old a unique approach to education that fosters a love of learning and life, invites you to participate in our annual fundraising event.

For more than 20 years, the Montessori de Terra Linda community has been bringing its parents and friends together for its highly successful FUNdraising events. This year, MdTL is celebrating its 24th Anniversary of its Annual Auction! Our auction is an exciting four-week event comprised of our innovative online auction and our rousing live auction on May 21st at the Marin Country Club in Novato, which features auctioneer-led bidding. MdTL children are also contributing to the event and the continued success of their school by preparing their own classroom projects.

Our live auction is our most popular annual event, attended by 200 parents, extended family, and friends. Our innovative online auction, launching in May 2016, will also reach out to parents and families throughout Marin and beyond. We are seeking items from donors like you, which we can put up for bid on a special fundraising website, BiddingForGood.com, or place for auction in our live event. This is an exciting and worthwhile chance to support MdTL while promoting your company/business to our supporters. Not only will our immediate community be able to view and bid on your item(s) either online or at our live event, but exposure will be extensive, as participants will be encouraged to invite friends and families to participate in the auction.

By supporting the **Annual Montessori de Terra Linda Auction**, you will receive:

- Valuable exposure and repeated visibility for your business through our auction website or our live auction catalog
- Greater interest in your products/services because we're sending out numerous weekly e-mail communications and using other powerful promotional vehicles to encourage our members' participation and support promoting the auction
- Patronage from the dedicated families and friends of the school eager to thank supporters of our events.

We ask that you consider making a donation appropriate to your business that will help us raise the needed funds to continue our tradition of excellence in education. Thank you in advance for your kind consideration. For more information on our school and to see the online auction as it evolves, please visit www.mdtl.org.

Sincerely,

MdTL Auction Fundraising Team



Annual Auction Donation Form

Business/Donor: _____

Address/City/State/Zip: _____

Contact Person/Title: _____

Phone: _____ **Fax:** _____

Email Address: _____

Date of Form: _____ **Donation for Auction Year (specify which school year):** _____

Donating Item(s) (including quantity): _____

Retail Value (per item): _____

Donation Description(s): _____

Special Instructions/Restrictions: _____

Deadline for Pick-up or Usage: _____

Donation Item(s): If applicable, purchaser will present this form or enclosed/attached certificate you have provided in exchange for merchandise/service.

Please check one of the following:

- This form is my gift certificate Gift certificate is enclosed/attached

If your donation is a merchandise or a physical item:

- It can be picked up by (date & time) _____ or delivered to MdTL by (date & time) _____

- Pick up instructions (including address if applicable): _____

If applicable, please provide print/marketing material(s) (i.e., brochure, flyer, menu, photos, etc.) to help promote your donation. Please make a copy of this form for your own records.

Donor Affiliation:

- Parent/Student/Staff of MdTL (Name): _____

- Parent Business Outside Business/Vendor Alumni Faculty/Staff Student Other

Thank you for your donation and support of Montessori de Terra Linda, a non-profit 501(c)(3) organization. Federal Tax ID# 68-0360702. Your charitable contribution is tax deductible to the fullest extent of the law. For any questions, please call (415) 479-7373 or forward an email to Kate Ferini at kate@mdtl.org.

**Please return form to the front office at MdTL or by mail to:
MdTL Annual Auction, Attn: Kate Ferini
610 Del Ganado Road, San Rafael, CA 94903**