



## 2018 Spring Auction

Dear Friend:

In 2012, a group of visionary educators and dedicated parents set out on a quest to open a new middle school that would encompass educational excellence, diversity and community. On August 27, 2012, that dream became a reality! Now in our fourth year, we are proud of the difference we continue to make in the lives of students, our city and beyond.

We are writing to you today as plans are underway for City Charter School's Spring Gala and Auction on April 14<sup>th</sup>, 2018.

Please join us in our efforts to raise much needed funds for City Charter School, a public school with an array of socio-economic and ethnically diverse students. By making your donation of goods or services, you help City Charter School continue its mission to provide small class size, hire and retain great teachers, install new technology in the classrooms and much more.

Your generous support is critical to the success of this event.

In exchange for your support you will receive a tax deduction and powerful community exposure to our City Charter School parents and community members. Many of these individuals work in a wide range of industries ranging from entertainment to investments, who will be encouraged to support businesses that support our school.

**To donate, please complete the enclosed form and return it to the Auction box provided in the office at City School or email it directly to Ilene Claudius @ [iaclaudius@gmail.com](mailto:iaclaudius@gmail.com).**

**For more information, please contact [teetz4@aol.com](mailto:teetz4@aol.com) or call 323-697-1655.**

The students, parents, teachers and City Charter School administration thank you for your support.

Sincerely,

*Cheryl Teetzel-Moore*

Cheryl Teetzel-Moore

Auction Chair

*The City School is a 501(c)(3) non-profit organization.*

*Donations are tax-deductible as allowed by law*

**Tax ID #45-1347085**

The City School

11625 W. Pico Blvd.  
Los Angeles, CA, 90064

# Spring Auction Donation Form

**DONOR INFORMATION** *(Please print all information.)*

Donor Name: \_\_\_\_\_

Contact (if other than donor): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_ Web: \_\_\_\_\_

Donor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**DONATION INFORMATION**

Describe only one item per form. **Please be as specific and descriptive as possible (e.g. size, color, material, location, manufacturer, artist) as this is the information used in the auction.** Please include any brochures, photos or information that will help promote your donation.

Description of Donation: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Conditions, Restrictions or Expiration, if any: \_\_\_\_\_

\_\_\_\_\_

Item Value (Donor's best estimate of the fair market value): \$ \_\_\_\_\_

Gift certificate is enclosed.

Use donation form as gift certificate.

Donated item accompanies this form.

I will deliver my donation to The City School no later than Friday, March 16<sup>th</sup>, 2018.

I will email [jaclaudius@gmail.com](mailto:jaclaudius@gmail.com) to coordinate pick up.

Name/ contact Information for City School Family Soliciting Donation: \_\_\_\_\_

<http://www.citycharterschool.org/>

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## 2018 Spring Auction

**I would like to make a tax-deductible donation to benefit the Friends of The City School auction.**

My gift of \$\_\_\_\_\_ is enclosed. (Please make checks payable to The City School or contact email below to make a gift by credit card.)

**Please mail this form to the City School and retain a copy for your records.**

**The City School, 11625 West Pico Blvd. Los Angeles, CA 90064**

**WE THANK YOU FOR YOUR SUPPORT!**

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***Auction questions? Please contact [Teetz4@aol.com](mailto:Teetz4@aol.com)***