



PTA of IS289
HUDSON RIVER MIDDLE SCHOOL

January 10, 2018

Dear Friend of IS 289:

On behalf of the IS 289, we are writing to request a donation for our annual Spring Auction. Our school is located in Battery Park City and most of our students come from Battery Park City, Chinatown, and Tribeca. The auction is our school's largest fundraising event and will be held at the Manhattan Youth Downtown Community Center on Thursday, April 26, 2018.

Your donation has a direct impact on our children. The money raised is used to pay for music, art, technology, and language programs, as well as supplies, classroom library books and other important services at our school. The PTA is also committed to making sure that no student is unable to participate in a school activity because they cannot afford to.

Please help us by making a tax-deductible donation. We welcome contributions of any kind and would love to add you to our list of supporters.

Attached is a donation form that should accompany each donation. An easier option is to complete your donation form online at IS289.ejoinme.org/donate. Donors that contribute by March 30 will be included in our auction program and website.

Thank you for your consideration. Without supporters like you, budget cuts and limited resources would have a drastic impact on our children's education. We greatly appreciate your generosity and support.

Sincerely,

Irene Ganiaris and Nikki Mejer
IS 289 Spring Auction Co-Chairs

The IS 289 PTA is a 501(c)(3) not-for-profit, tax exempt organization (Federal Tax ID: 13-4038603). Your donation is tax-deductible to the full extent of the law. All donations will become property of the PTA of IS 289 and will be offered for sale at auction. All proceeds will benefit IS 289 Hudson River Middle School.



Spring Auction Donation Form

To submit your donation form online, go to:
IS289.ejoinme.org/donate

To be included in our program, please donate by:
March 30, 2018

Please send your donation and this form (or a copy of your email confirmation) to:
IS 289 Spring Auction
201 Warren St, Room 515
New York, NY 10282

Contact us with any questions at:
auction@is289.org

All proceeds will benefit
IS-289 Hudson River
Middle School

DONOR INFORMATION

Individual / Company Name: _____

Contact (for businesses only): _____

Address: _____

City: _____

State: _____

Zip: _____

Phone: _____

Email: _____

☐ I wish to remain anonymous

DONATION

Item Name: _____

Estimated Value: _____

Description (please provide a detailed description, including size, color, etc.):

Restriction(s) (e.g., black-out dates, expiration date, costs not covered, etc.):

TO BE COMPLETED BY THE SPRING AUCTION COMMITTEE:

Received by: _____

Date received: ____ / ____ / 2018

Category: _____

Item no: _____

Location: _____

Package no: _____

Notes: _____

☐ I will submit a gift certificate for intangible item/service.

☐ Please create a gift certificate for me.

UNDERWRITING DONATION

I would like to make a contribution of \$_____ to the IS 289 Spring Auction.

Please enclose your check made payable to IS 289 PTA.

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Thank you for your donation and support of IS 289!