



October 2017

Dear Friends and Neighbors,

Arlington Elementary School serves approximately 600 students residing in North Torrance. Our PTA plays a critical role in serving the needs of Arlington's students and teachers, by providing funding for books, computers, field trips, art classes, nutrition classes, etc. Due to decreases in both public and private funding, we are seeking the support of our valued local business and community leaders for assistance.

On May 18, 2018, we will host our first Silent Auction. This event will take place in conjunction with our annual Adventures in Art Gallery Night, which showcases student artwork that was taught by our PTA docents. Each year, approximately 400 parents and friends of the school attend.

We would greatly appreciate if you could provide donations of goods and services to be offered during our Silent Auction, and/or to be used as student incentives awarded throughout the year. Please note that proceeds from the Silent Auction will go directly towards serving the technology needs of our students.

Your donation will be specifically recognized in our PTA newsletter, which is directly distributed to the parents of all 600 students. Any silent auction items will be attractively displayed and prominently recognized during our auction. Our wish list for the event includes (but is not limited to) luxury items, unique experiences, jewelry, children's items, fine dining, travel, hotel stays, personal services (massages, facials, etc.), collectibles, electronics, entertainment oriented experiences/items (walk-ons, autographed items, etc.), tickets (concerts, amusement parks, etc.), etc.

All contributions are tax deductible to the extent permitted by law. Federal tax ID # 90-0399714.

Enclosed is a donation form that should accompany each donation. We would be happy to have one of our parents pick up the donation and form. Alternatively, you may drop off the donation at the school during business hours. The school is located at 17800 Van Ness Ave, Torrance, CA 90504.

The deadline for submission is April 20.

We thank you in advance for your support and participation in helping us to strengthen our school community.

If you have any questions, please contact Kerri Narasaki at president.arlingtonpta@gmail.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Kerri Narasaki".

Kerri Narasaki
President

A handwritten signature in purple ink, appearing to read "Brigette Kubota".

Brigette Kubota
2nd Vice President, Ways and Means

cc: Principal - Arlington ES



2018 Spring Auction Donation Form Arlington PTA

PLEASE COMPLETE THE SECTION BELOW:

School Parent: _____ **Email:** _____

Donor

Business name: _____ **Contact person:** _____

Email: _____ **Phone ()** _____

Mailing Address: _____

City, state, zip code: _____

Detailed description of Gift certificate/Card donation: _____

Arlington Elementary School PTA
Contact:
president.arlingtonPTA@gmail.com
Thank you for your generous
donation and support!
Federal Tax ID: 90-0399714

Conditions or restrictions (if any) _____

Estimated retail value of donation: \$ _____

Please return this page along with your gift certificate or merchandise below to:

Arlington Elementary PTA
17800 Van Ness Avenue
Torrance, CA 90504
Attn: Spring Auction

We are asking for donations of gift certificates/cards and merchandise for this auction.
Please return this form and we will call you to arrange pick up if needed.

Certificate Arlington PTA 2018 Spring Silent Auction Please print

This Certificate entitles the bearer to: _____

Conditions or restrictions (if any) _____

Expiration date: _____ **Value \$** _____

Donor: _____ **Contact person:** _____

Email: _____ **Phone ()** _____

Address: _____ **Authorized signature (required):** _____