



Lakeshore Elementary PTA  
220 Middlefield Dr., San Francisco, CA 94132  
(415) 759-2825 • [LakeshoreElementary.org](http://LakeshoreElementary.org)  
Federal Tax ID# 94-3042896

Winter 2017-18

Dear Friend of Lakeshore,

It's that time of year again... Lakeshore Elementary School's annual Spring auction. Thank you for your generous donation last year, which helped make our auction a success! With your support, **we raised \$30,000** to fund our many beloved programs. We are asking you to consider making another donation so we can continue to provide these many opportunities for learning.

Our largest annual fundraising event, the Spring auction is a combination silent/live auction and will be held on **March 17, 2018 from 6-10pm at Donworth Hall at St. Stephen in San Francisco**. Please contribute to this important event! Gift certificates and merchandise are greatly appreciated. We kindly ask that gift certificates have a one-year expiration from the auction date, but will gladly work with your business' needs.

Donors will be listed on our auction website, Facebook page, and event brochure. We will also advertise extensively within our community.

**To donate by mail, please complete our donation form and mail by February 24, 2018.** To donate online, visit <http://bit.ly/lis-auction>.

This is a great way for you to support a terrific SF public school and to gain the satisfaction of knowing that you've made a difference in our children's lives.

With Gratitude,

Debra Tjoa  
Auction Chair and PTA VP Fundraising  
[pta-auction@LakeshoreElementary.org](mailto:pta-auction@LakeshoreElementary.org)  
415-786-3618

### About Our School

Lakeshore has been recognized by SF Gate and the SF Chronicle as one of the most diverse public elementary schools in San Francisco with close to **500 students** from many ethnic and socioeconomic backgrounds.

In these difficult times, with low funding for public schools, it can be a struggle to maintain the programs that all our students deserve. It has been said that "it takes a village," and we certainly rely more than ever on our community members.

### About Our PTA

At Lakeshore, our PTA provides funding for programs such as Motor Perception, Science in the Garden, Art, Choral Music, Afro-Latin Drumming, Movement, and Yoga. We organize community events, like our Halloween carnival, Superhero Saturday carnival, multicultural dinner, and staff appreciation events. In addition, we pick up where district funds end, supplementing funds for classroom supplies and trips. We are a 501(c)(3) organization, **Tax ID# 94-3042896**.

Our continued success depends on the support of community members such as yourself. Thank you!



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# Lakeshore Elementary PTA Auction Gift Form

**We are grateful for your gift!** Please tell us about yourself and your donation or sponsorship.

What's the difference between a donation and a sponsorship? **Donations** are goods or services to be auctioned off for charity. **Sponsorships** are cash or in-kind gifts to support the cost of the auction. Both donors and sponsors are listed in our event brochure, Facebook page, and online auction catalog. The catalog links to your website and displays your logo or product/service image if you provide one or we can find a suitable image online.

## YOUR INFORMATION (required)

Name/Business:	Business Contact:
Phone:	Email:
Address:	Website:
City                      State                      ZIP	<input type="checkbox"/> Business <input type="checkbox"/> Parent/Family <input type="checkbox"/> Alumnus <input type="checkbox"/> Teacher/Staff <input type="checkbox"/> Other _____

## DONATION DESCRIPTION (donors only)

DONATION DESCRIPTION (donors only)	Expiration	Qty	Item Value	Value
_____	_____	_____ x	\$_____ =	\$_____
_____	_____	_____ x	\$_____ =	\$_____
_____	_____	_____ x	\$_____ =	\$_____
<b>TOTAL:</b>				\$_____
Donor Signature: _____	Solicited for (Child's Name): _____ Rm: _____ Solicitor: _____ Phone: _____ Email: _____			

## SPONSORSHIP LEVEL (sponsors only) - select one:

☐ **Platinum**  
**\$500+**

☐ **Gold**  
**\$250+**

☐ **Silver**  
**\$100+**

☐ **Contributor**  
**Up to \$100**

- ☐ Cash gift ( checks payable to "Lakeshore PTA" and write "Auction sponsor" in the memo). Amount: \$ \_\_\_\_\_
- ☐ In-kind gift. Item(s) and total value: \_\_\_\_\_

## HOW WILL WE RECEIVE YOUR GIFT? (required)

- ☐ Gift accompanies this form
- ☐ Gift will be dropped off in the school office gray lockbox, marked for "Spring Auction c/o Lakeshore PTA"
- ☐ Gift will be emailed separately to [pta-auction@LakeshoreElementary.org](mailto:pta-auction@LakeshoreElementary.org)
- ☐ Please have someone contact me to arrange pickup
- ☐ Other (please explain): \_\_\_\_\_

**Please return this form by February 24, 2018, though donations are accepted anytime.**

**Mailing address: Spring Auction c/o Lakeshore PTA, 220 Middlefield Drive, San Francisco, CA 94132.**

We kindly ask that certificates be valid for 1 year, expiring March 17, 2019. However, we will gladly work with your business' needs. Lakeshore PTA is a non-profit with 501(c)(3) status, Federal Tax ID 94-3042896. Donations are tax-deductible as allowed by law. Have questions? Please email [pta-auction@LakeshoreElementary.org](mailto:pta-auction@LakeshoreElementary.org)

# THANK YOU!