



Open Window School & Vista Academy

# Auction 2010

Saturday, March 13<sup>th</sup>  
Meydenbauer Center

## Important Dates:

- January 6 – 13 - All physical donations due to the Farmhouse
- January 13 - PROCUREMENT DEADLINE
- January 31 - Cash in Lieu of Procurement Deadline
- February 23 - RSVPs Due
- March 13 - Auction 2010!!

It seems like we just finished with Auction 2009, but the year will fly by and before we know it, it will be Auction time again! Please take a moment to review the attached procurement guidelines. It's important to remember that the goal of the Auction is to raise money for OWS. Please keep this in mind as you are procuring your items. Ask yourself: Is this something I would buy myself? Will it sell for close to retail value? We appreciate all the amazing items that are donated every year. If you aren't sure what to procure, please contact us and we will help you in any way we can. If you prefer to just write a check for your \$700 procurement commitment, that's greatly appreciated too.

It takes a lot of volunteers to organize the auction and we would love your help! Don't be afraid that it will take too much of your time. **You tell us what you like to do and how much time you can give and we'll find a job that fits!** Perhaps you want to only help the day of the auction – fantastic! You can only do work from home? No problem! Here are some of the auction committees that are looking for help:

- |                      |                                |                            |
|----------------------|--------------------------------|----------------------------|
| After Auction Social | Decorations                    | Online Auction             |
| Catalog              | Guest Management               | Procurement                |
| Centerpieces         | Hospitality                    | Storage and Transportation |
| Class Art            | Individual Art                 | Volunteer Coordinator      |
|                      | Live and Silent Auction Set-up |                            |

Every committee has jobs that can be done from home or that can be completed in as little as a few hours. This is a great way to earn volunteer hours and work with a great group of parents!

If you have any questions, please do not hesitate to contact us. You can call the Development Office at (425) 747-2911, or email [auction@ows.org](mailto:auction@ows.org). Have a great summer!