

Mary Woodward Elementary  
12325 SW Katherine St.  
Tigard, OR 97223



**December 2, 2011**

**Dear Local Business Owner,**

**Auction greetings! The annual Mary Woodward Elementary School Auction is scheduled for Saturday February 25, 2012, which is right around the corner!**

**I am contacting you on behalf of the Mary Woodward PSO and the fundraising team to request your support in the form of a tax-deductible donation.**

**The main objective for this year's auction is to acquire funds to continue programs and activities not supported by state money. These important programs and activities affect the education of ALL of our students:**

- **Teaching assistants to enable teachers to work with smaller groups of students within the mandated larger class size;**
- **Programs such as Physical Education, Music, and Art Literacy, which were recently reinstated as a result of our fundraising efforts;**
- **Field trips and other special learning opportunities, including our nationally acclaimed Woodward Gardens; and**
- **Maintaining and keeping our aging buildings and outdoor play areas safe and up to date.**

**I am asking you to help us out this year by giving a tax-deductible donation to the spring fundraiser. I hope we can count on you for a generous sponsorship of our event of \$300 or more. However, please note that any donation amount is always welcomed.**

**We have three sponsorship levels of \$300.00, \$500.00, and \$700.00. All levels will have their logo prominently featured on all printed advertisements, including at the event, as well as acknowledgement of sponsorship by our MC the night of the event. In addition, Sponsors of \$300.00 get a free quarter page advertisement in the Mary Woodward directory for 2012-2013, sponsors of \$500.00 get a free half page advertisement in the Mary Woodward directory for 2012-2013, and sponsors of \$700+ get a full page advertisement in the Mary Woodward directory for 2012-2013.**

**We need to collect donations by February 1, 2012. All donations are fully tax deductible as allowed by law.**

**Please fill out the enclosed donation form and return it to Mary Woodward Elementary School. We look forward to hearing from you soon! If you have any questions, please contact Trissa Davis at [trissad@comcast.net](mailto:trissad@comcast.net) or by phone at (503)524-4393).**

**Again, thank you for your consideration. The Mary Woodward PSO could not be successful without the generosity of donors like you.**

**Sincerely,**

**Trissa Davis  
Auction Chair**