



MSC AUCTION 2008

<http://MSCauction.cmarket.com>

We're inviting you to Support The Manhattan School for Children Auction 2008

Open for bidding January 17 - February 12 2008, in E-mail Inboxes and on the Web

The Manhattan School for Children (MSC) is a public K-8 school on West 93rd Street that nurtures creativity and critical thinking skills and encourages children to be life-long learners. Fundraising dollars are used to support all of the creative programs we offer that broaden and enrich our students' education, including arts programming, class trips and our Science Fair.

By donating to MSC Auction 2008, you benefit too!

- **You'll be featured in the online catalog**, in weekly e-mail alerts, and as a featured item on our auction home page. We will include a logo, a picture, and a link to **your** site.
- **You can support MSC and receive valuable exposure and widespread visibility** – In December we'll send out weekly e-mails and use other powerful promotional vehicles to spread the word to our active and engaged MSC community of over 600 families and to their friends and family!
- **MSC Auction 2008 is a fun way to raise a significant amount of needed money** for our K-8 public school students.

How you can participate:

Donate an item now!

- We're looking for **gift certificates** to restaurants, health clubs, salons and spas; **tickets** to shows, performances and sporting events; museum **memberships**; hotel stays; "behind the scene" **tours** and unique experiences; new merchandise, etc.
- **Visit our Web site and click on "Donate an Item,"** or fill out the attached form and return it to us. The sooner you sign on, the more promotion you'll enjoy!

Become a Sponsor:

- **Your logo and link will be permanently and prominently displayed** on our homepage, www.MSCauction.cmarket.com and on **every single** auction email that we send out for the entire auction period! Want to learn about Sponsorship opportunities? Contact debgeenyc@gmail.com

Sincerely,

Deborah Gottesfeld & Nancy Reisman, Chairs Online Auction

You can help make MSC Auction 2008 a success! Visit <http://MSCauction.cmarket.com> to view our catalog or to donate. Questions? Contact Deborah at (917) 533-5445 or debgeenyc@gmail.com

The Manhattan School for Children
154 West 93rd Street, New York, NY 10025
(212) 222-1450 phone (212) 222-1828 fax
<http://MSCAuction.cmarket.com>
www.manhattanschool.org

MSC Online Auction Donation Form 2008

Please fill in the form below to donate items to be considered for the Auction.

Donor/Merchant Information

Business Name _____

Address _____

City _____ State _____ Zip _____

Contact Name _____

Phone _____

Email _____

Website/URL _____

Photo Location _____

Logo Location _____

Donor Signature _____

MSC Contact/Solicitor Information

Name _____

Item Information

Item Name _____

Item Description _____

Any special instructions? _____

Is there a certificate?
Please attach to form _____

Expiration Date _____

Estimated Value \$ _____

Phone _____

Email _____

Instructions:

Fill in all Donor and Item information, include a photo/logo if desired, attach any certificates. Mail completed form to: Manhattan School for Children, 154 W. 93rd Street, 5th fl., NY, NY 10025 attn: MSC Auction
The Auction committee will contact you via email with any questions after the item has been reviewed.

Donor Information:

Donor Name - Your name as you would like it to appear in the online catalog.

Website/URL - URL for your website (ex: <http://www.mycompany.com>)

Photo and Logo – We will find them on your site, or you can email a photo (.jpg or .gif at 300 pixels x 300 pixels) to: debgeenyc@gmail.com

Item Information:

Item Name - The name will be displayed as the item title when a user is browsing the catalog.

Description - Please provide a detailed description. This section should include all the information a prospective bidder would need to know, such as specifications, dimensions, manufacturer, time period, etc. Include any shipping considerations or added fees. Attach additional information or certificates to this form.

Special instructions - Please provide any special instructions, limitations, restrictions related to the item.

Expiration Date - Please provide specific dates, if applicable.

Estimated Value - This should be the retail value of the item or best fair market price.