



PTA

10830 EASTWOOD AVENUE, SILVER SPRING, MD 20901

January 2012

Dear Forest Knolls Parents:

Forest Knolls Elementary School is holding its **7th Annual Silent Auction on Friday, March 16, 2012**, and once again we are asking for your help. Thanks to contributions from parents, staff and our community, last year we raised nearly \$14,000! By funding everything from after school programs to classroom equipment to cultural arts events, this money affords our students opportunities they may not be able to experience otherwise. We need your continued support to make it happen.

Contributing to our success can be done simply by donating a product, service, or gift certificate from your family or business that can be auctioned off at our event. Some examples from last year's auction are: fitness training, tutoring sessions, themed gift baskets, a week at a vacation home, spa treatment gift card, and pet sitting. If you are a season ticket holder to a sporting event, you could donate tickets to a game. From the business side, you may wish to donate a will preparation, lawn service, haircut or manicure, or musical lessons. Your name and/or business name will be listed in the program book that will be distributed to the entire school community (over 500 families!). This supports the school and gets your name out to the community to promote the type of business you offer.

Additionally, if you have a personal connection to a potential donor, a connection through your work, or someone that you think we should contact, we would appreciate hearing from you.

We are fortunate that Forest Knolls is a great school with many dedicated staff members and parents. We hope that you will be able to assist us with your time and/or talent. **If you want to help but don't know how, please visit the Silent Auction News section on the FKES PTA website at <http://fkespta.org> and print out the Auction Item Ideas handout for a list of great suggestions.**

Please complete the form on the reverse side of this letter and return it, along with your donated item, to us by **February 3, 2012**. We can accept items after this date, but due to the tremendous amount of time and organization involved with this event, we cannot guarantee your inclusion in the program if they are not received by us by February 17, 2012. We will make arrangements to pick up your item if necessary. You may also choose to return it with this letter via backpack mail to the PTA mailbox.

Most important of all... **don't forget to join us for the FKES 2012 Silent Auction: All That Jazz!** Thank you in advance for supporting Forest Knolls Elementary!

Sincerely,

Michelle Alonso

Silent Auction Committee Chair
Auction.chair@fkespta.org

