

Closing date Wednesday 2nd May 2018



ST.VINCENT'S PARENTS' ASSOCIATION

17th Annual Auction

Friday, 15th June 2018

CERTIFICATE OF PROMISE

ITEM / SERVICE INFORMATION

Donation description:

[Empty box for donation description]

Guide price:

Type of donation

- Gift voucher/ticket, Item, Advertisement

Conditions or expiry dates:

How will the donation reach us?

- Business will send, School needs to collect

Signature: Date.....

THANK YOU FOR YOUR GENEROSITY AND MUCH APPRECIATED SUPPORT

SCHOOL CONTACT PERSON

1st March 2018

Dear Sir / Madam,

On Friday 15th June 2018, St. Vincent's Primary School in Marylebone will be holding its 17th annual auction to help raise funds for the school.

About us

St. Vincent's is a highly successful primary school judged as outstanding by Ofsted. It is situated in the heart of Marylebone and prides itself on strong links with the community. Over the years, the school has enjoyed the support of local businesses to help raise funds for the improvement of the school for which we are extremely grateful.

How we spend the money

Previously the money raised has been used for the repair and improvement of the roof playground, to upgrade the use of technology within the school as well as for curriculum enhancing activities such as; workshops with artists or authors, school trips, and Christmas pantomines

How to donate

The Auction's success relies on the generous donations from local business in the form of products, services and advertisements. For the event we produce an auction magazine. Five hundred copies will be distributed to local businesses in Marylebone and to parents of St Vincents in advance of the auction. All donors get their logo printed in the magazine and on our online catalogue.

Please detach form and either - post to : The Annual Auction, St Vincent's Primary School, St. Vincent Street, London, W1U 4D.
email : auction@svpa.org.uk.
or submit online : www.svpa.org.uk.

If you wish to support our school please complete this **donation form** and return it to the school. The Parents' Association website www.svpa.org.uk has a link to an **online donation form if you prefer.**

Advertising

For those wishing to advertise please choose from the formats below:

Advertising Rates: * payments received before 5th April are eligible for a 15% discount

Outside back cover A4	£800 (680*)	<input type="checkbox"/>
Inside front cover A4.	£600 (510*)	<input type="checkbox"/>
Inside Back cover A4	£500 (425*)	<input type="checkbox"/>
Other pages A4	£450 (382*)	<input type="checkbox"/>
½ page (A5 landscape)	£300 (255*)	<input type="checkbox"/>
¼ page (A6 portrait).	£150 (128*)	<input type="checkbox"/>

Advertisement fee due: £ _____

Payment sent by **cheque** to St Vincents Catholic Primary School.

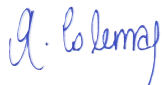
Please send an invoice to the business

Your completed advertisement / art work should be sent as a **high resolution pdf** to advert@svpa.org.uk You will appreciate that we cannot be held responsible for the quality of low resolution images.

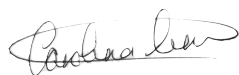
If you require any further general information, please do not hesitate to contact the **St. Vincent's Parents' Association Chair**, Mrs Carolina Linares by email at hello@svpa.org.uk or by calling the school on 020 7641 6110.

Thank you for your generosity and much appreciated support.

Yours sincerely,



Miss M. Coleman
Headteacher
020 7641 6110



Mrs Carolina Linares
SVPA Chair
hello@svpa.org.uk



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DONOR INFORMATION

Business name:

Contact:

Email:

Tel:

Website:

Address:

Relationship to St Vincent's School

Parent Friend Local business Other

Logo

Please tick to use last years logo.

You can also email an image of your company **logo** or **the item** donated to auktion@svpa.org.uk

Your donation will appear in our Auction magazine which is distributed four weeks before the event to local businesses in Marylebone and all the parents of the school.

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Late entries might not be included in the magazine, but used in other fundraising activities of the S.V.P.A.

