

DONATIONS

Dear Friends and Community Members,

The Denver Cooperative Preschool (DCP) is hosting its annual Auction on April 8, 2017 at the Soiled Dove Underground in Lowry.



The Auction is our school's major fundraiser, with the proceeds directly benefitting the hundreds of students we serve. Please join us to celebrate our unique school and community. It is our opportunity to get together, have fun and raise money for a cause we all believe in!

This year we are celebrating more than 50 years operating as a community preschool. As a co-op and a non-profit organization, we rely on your generous donations to make the Auction a success. We are actively soliciting donations to the silent and live auction. Donations may come from individuals or businesses. We very much appreciate your consideration and support.

Historically, generous donations have included (but are certainly not limited to!):

- Event tickets
- Gift certificates
- Offers of service
- Merchandise
- Travel or hotel packages
- Group "experiences"

Your donations directly support:

- Essential classroom, library, and playground materials
- Professional development and support for our teachers and staff
- Enhancements to the music and art programs
- Facilities care

DCP is a non-profit organization. Donations are tax-deductible to the extent permitted by law.

Here is how to make a donation:

Complete the attached Donation Form.

Submit the Donation Form, by **March 10, 2017**. Here are a few methods how:

- **Handoff:** Give it to your DCP contact, and they'll deliver it for you!
- **Email:** auction@dcpplay.org
- **Fax:** 303-777-1252
- **Mail:** DCP 480 Marion St, Denver, CO 80218; Attn: Auction
- **Drop off:** at the address above (a visit to DCP is guaranteed to make you smile!)

We will contact you to discuss fulfillment if needed and provide you with written acknowledgement for your tax records after the event. Any questions? Call Theresa Nuber at (415)602-0652 or Tricia Espinoza (720)280-0974 or auction@dcpplay.org

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AUCTION DONATION FORM

Thank you for your gift to the 2017 DCP Auction. Your generous support ensures that the tradition of early childhood educational excellence will continue for many years to come in our community.



Please note: The deadline for submitting donated items to the 2017 DCP Auction is March 10, 2017.

DONOR INFORMATION (Please print/type and complete all sections to receive acknowledgement)

Donor Name _____

(please list as it should appear in event materials)

Business Name
(if applicable) _____

Address _____

City _____

State _____

Zip _____

Contact Name (if different from Donor) _____

Contact Email _____

Contact Phone _____

DONATION INFORMATION* (Please print/type)

Item Description _____

(please list as it should appear in event materials)

Retail Value _____

Expiration _____

Restrictions _____

Is this item a: Physical item?

Gift Certificate?

Does the donation

accompany this completed form?

Yes

No

If not, please provide

expected delivery date: _____

Donor Signature _____

Date _____

Full name of DCP referral source(s) _____

**Donation becomes the property of DCP and will be offered for sale at the Auction for the benefit of the school.*

For Committee Use. Form Receipt Date:

DB Entered on:

Category:

Item Receipt Date:

Classroom:

Denver Cooperative Preschool
480 Marion Street, Denver Co 80218 (303)777-6867
denvercooperativepreschool.org TAX ID #84-053656