



Parent-Teacher Association, Inc.
30th Avenue School - Q300
28-37 29th Street, Astoria, NY 11102
718-626-8502 (main) 718-626-8508 (fax)
www.Q300pta.org
fundraising@Q300pta.org

February 10, 2017

Contact

Business Name

Street Address

City, State ZIP

Dear _____,

We are parents at The 30th Avenue School (Q300). Q300 is a K-8 citywide public school in Astoria, Queens serving children from throughout New York City. We are writing to ask for your help as we organize our gala fundraising event for the year, our 3rd annual "Steppin' into Summer" Spring Auction on Sunday May 7, 2017. The event will host 275 attendees and many more visitors to the accompanying online auction website. Last year we raised over \$27,000 and we expect to beat that this year.

We hope you will consider supporting this year's efforts by **donating an auction item** from your business or **becoming an Event Sponsor** by purchasing a sponsorship ad in the auction journal to be distributed at the event. Your donation not only supports a public school, it showcases your business to our community-minded families who are eager to support local businesses.

See the following pages for details. We would like to finalize auction items and sponsorship journal ads by April 10th, 2017.

About our school

Q300 opened its doors in 2014 and we're off to an exciting first few years. Q300 and its PTA support the educational needs of all of its students. Our goal is to inspire students to collaborate with others, to ask meaningful questions, to solve complex problems, and to engage responsibly with their local communities and beyond.

Here are just a few of the things that donations from businesses like yours helped us pay for in the past year...

- Elementary School: Classes in Art, Music and Dance; teaching assistants for individualized instruction
- Middle School: Robotics kits, microscopes and Chromebook computers
- A fund to offset activities and field trips fees for students in financial need

Thank you for your consideration.

Sincerely,

Ellie Rabinovich
Auction Co-Chairperson

Maria Hantzopoulos
Auction Co-Chairperson

Q300 Parent-Teacher Association, Inc. (EIN: 47-2258209) is a 501(c)3 non-profit organization. Your charitable contribution is tax-deductible to the extent allowed by law.



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There are 2 ways to help...

Donate an
Auction Item



Become an
Event Sponsor

Bidding gets competitive when people see the exciting items donated by local businesses!

Many auction items are also featured on the companion **online auction** beginning the day of the event and ending 3 weeks later.

Donate merchandise, gift certificates or get creative! Here are just some of the items donated last year...

- Gift certificates of all kinds
- Memberships and tickets to cultural institutions
- Jewelry
- An original superhero cartoon illustration of your likeness
- Grandstand tickets to the Macy's Thanksgiving Day Parade
- Spa Gift Baskets
- Vacation home stays
- Summer camp gift certificates
- Arabic percussion lessons
- Disney resorts package

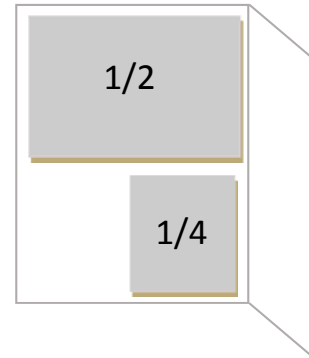
To donate an auction item please use this [online form](#).

Place an ad in the Auction Journal or make a cash donation.

Full page ad
\$1,000

1/2 page ad
\$650

1/4 page ad
\$300



The 275 guests at the Spring Auction will have a copy of the Journal in their hands. Bidders refer to it often as they compete. Your ad in the journal won't go unnoticed by our motivated auction participants. Q300 families love to support local businesses!

Aside from the journal, sponsorship is acknowledged on our website, in internal newsletters and in emails; for many months after the event we use the journals as promotional materials at events. All this makes for significant impressions for your ad after the event.

To become an event sponsor please use the form on the next page.



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Journal Ad Form for 2017 Spring Auction

1. CONTACT INFORMATION

Contact's Name: _____

Company Name: _____

Company Address: _____

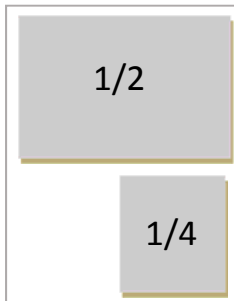
City, State ZIP _____ , _____

Contact's Phone: _____

Contact's Email Address: _____

2. JOURNAL AD

In support of the PTA, please reserve the following for the journal ad



- Scholar Sponsor: \$1,000 donation. Full page ad (7.5" x 10" vertical)
- Graduate Sponsor: \$650 donation. 1/2 page ad (7.5" x 4.75" horizontal)
- Community Sponsor: \$300 donation. 1/4 page ad (3.5" x 4.75" vertical)
- I will not be able to contribute an ad, but will donate (please describe)

3. METHOD OF PAYMENT

- Check enclosed

Please make check payable to "Q300 Parent-Teacher Association, Inc." Mail check and form to:

Q300 Parent-Teacher Association
 Attn: Auction Journal
 28-37 29th Street, Astoria, NY 11102

4. AD SPECIFICATIONS

Please email ad in either a Press Quality PDF or a 300 dpi jpg or tiff to the Auction Committee by email at journal@q300pta.org with subject heading "Q300 PTA JOURNAL", no later than April 16, 2017.

Thank you for supporting this event.

For more information please contact Journal Co-Chairpersons:
 Adele Brice and Ingrid Bromberg Kennedy
 journal@q300pta.org

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