



Dear Friends,

Monroe Christian School invites you to participate in and support the annual Knight's Auction. Mark your calendar for Saturday, April 4, 2020. Our theme this year is "***Knight at the Carnival.***" We would love to showcase your business at our event. With your generous help and the support of our community, we can continue to provide a vibrant, affordable program that meets the academic and social needs of students preschool through 8<sup>th</sup> grade.

To make this event as exciting and successful as possible, we need your help!

- 1. Join us for the auction and dinner!** Purchase tickets for a fun-filled evening or sponsor a table and bring your friends. Invitations can be requested by contacting the school office at 360-794-8200 or [secretary@monroechristian.org](mailto:secretary@monroechristian.org).
- 2. Donate a gift or service:** Please consider supporting MCS by making a tax-deductible donation of a service or item for our silent or live auction. We are a 501(c)(3) organization, and our Tax ID can be found on the bottom of this letter.

Donating is a great way to advertise your business to the local community. Items are limited only by your imagination, for instance: gift certificates, services, tickets to an event, or any item of value. Please keep the yellow copy of the procurement form as your donation receipt and attach the white copy to your donation. If you are receiving this request electronically, please make a copy of the form for your records. **Donation deadline: March 21, 2020.** We will gladly pick up your local donation, or it can be sent to the school at the address listed below.

- 3. Advertise or Sponsor:** Showcase your company or organization with full, half, business card or other premium ad space in our auction program. Corporate sponsorships are also available. For advertising or sponsorship, please contact our office at 360-794-8200.

Thank you in advance for considering our request. We are very grateful for your support. Please do not hesitate to contact us for more information or questions: 360-794-8200 or email [secretary@monroechristian.org](mailto:secretary@monroechristian.org).

Sincerely,

The MCS Auction Committee