

Hillcrest
School



Hillcrest PTA Federal Tax ID No.: 94-6172363

Summer 2008

RE: *Oakland's Hillcrest School Benefit & Auction Strives to Support Music, Arts, Science, Physical Education and Other Essential Programs*

Dear Business Owner:

I am writing to you about the 2008 Benefit and Auction for Hillcrest School. Hillcrest is a **public K-8 school** serving over 250 families in the Upper Rockridge neighborhood of Oakland. The Annual Benefit and Auction, organized by Hillcrest's PTA, is the our most significant fundraising event of the year, and the proceeds fund music, art, language, science and physical education programs the Oakland Unified School District cannot support due to budgetary constraints. The Hillcrest PTA hires staff to ensure our students receive the highest quality public education available.

I am asking you to donate an item or gift certificate that can be auctioned in the live or silent auctions at the 2008 Benefit. We will recognize all donors in the auction program. **Hillcrest PTA Tax ID No.: 94-6172363.** To read more, visit our website <http://www.hillcrestpta.org>. The details on the 2008 Benefit are as follows:

Benefit & Auction Date: November 1, 2008
Location: Claremont Hotel, Berkeley, CA

If you would like to help, please send the item you are donating to:

Hillcrest Elementary School Benefit Chair
5132 Proctor Ave
Oakland, CA 94618
ATTENTION: Alison Townley, BENEFIT COMMITTEE

If you would like us to come get your item, we'll gladly arrange to pick it up at your convenience! Thank you in advance for your consideration. Please contact Alison Townley at 510-594-0252 or Alisontownley@mac.com with any questions.

Attached is a donation form to reflect any donation you make (if your donation is self-explanatory, just send it along and don't feel compelled to complete the form).

Sincerely,

Member, Hillcrest PTA 2008 Benefit Committee

**DONATION FORM
HILLCREST BENEFIT AND AUCTION 2008**

DONOR NAME (Business or Individual)	
CONTACT PERSON	
DONOR ADDRESS	
Email and/or website	
DONOR PHONE NUMBER	
DONOR EMAIL	
DESCRIPTION OF ITEM BEING DONATED	
VALUE	\$____
ANY RESTRICTIONS (Expiration date, excluded dates, etc.)	
DO YOU NEED IT PICKED UP?	Yes ___ No ___
ARE YOU INCLUDING PROMOTIONAL INFORMATION?	Yes ___ No ___ I will provide it later ___
ANY OTHER COMMENTS	