

# Hillcrest School



Hillcrest PTA Federal Tax ID No.: 94-6172363

Summer 2009

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

Dear Business Owner:

I am writing to you to see if you would like the opportunity to participate in an important event in our community -- the annual Auction for Hillcrest School. Hillcrest School, located in the Upper Rockridge neighborhood of Oakland, is a **public K-8 school** serving over 300 neighborhood children. In 2008, Hillcrest was recognized as a "California Distinguished School." It is one of only 343 schools in the state of California to be given this prestigious award, which honors the state's most exemplary and inspiring public schools. The annual Auction, organized by Hillcrest's PTA, is our most significant fundraising event of the year, and the proceeds fund music, art, language, science and physical education programs that the Oakland Unified School District cannot support due to budget constraints.

I am asking you to donate an item or gift certificate that can be auctioned in the live or silent events on November 7, 2009. In addition, or in the alternative, you can purchase advertising space in our auction program, which will be distributed across our community. We will also recognize all donors in the program. The details of the 2009 Hillcrest Auction are as follows:

Auction Date: November 7, 2009  
Location: Claremont Hotel, Berkeley, CA

For your reference, our non-profit Tax ID number is **94-6172363**. If you would like to help, please send the item you are donating and the attached donation form to:

**Hillcrest Elementary School Benefit Committee**  
**5201 Proctor Ave**  
**Oakland, CA 94618**  
**ATTENTION: Wendy Chow, BENEFIT COMMITTEE**

**You can also submit a donation on-line at [www.hillcrestpta.org](http://www.hillcrestpta.org).** We also are happy to arrange to pick it up at your convenience!

Advertising requests should be directed to Joanne Karchmer at [joanne.karchmer@gmail.com](mailto:joanne.karchmer@gmail.com), who will contact you directly with information on advertising packages and rates.

We are grateful for your past support and thank you in advance for your consideration in supporting us again. Please contact Wendy Chow at 510-595-8382 or [wendy.chow@hpmg.com](mailto:wendy.chow@hpmg.com) with any questions.

Sincerely,

Member, Hillcrest PTA 2008 Benefit Committee

**BUSINESS DONATION FORM  
HILLCREST AUCTION 2009**

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