

How to Procure

The Veritas Auction is the main and most financially productive fundraiser to support the ongoing education of our children. Last year we were blessed to raise over \$65,000 to help fund scholarships and pay for much needed classroom items. Auction profits have also helped to offset the growing cost of education.

Now that you understand why the procurement of items is so vital to the school, here is how to get those items!

Start Now! Start with yourself. What talents, services or items can you give? Maybe you are a drywall expert and can give a certificate to finish off a basement. Perhaps you do wood crafting and can make birdhouses or garden benches. Maybe you just have a great house and could put together a dinner party; these tend to really sell! Remember that even a small item or service can be put with other items to make a great package.

The next step is to look at **your family**, what can any of them offer? **Your friends** are your next stop, followed by **business associates**, and finally, if necessary, **cold calls**.

You will find a procurement form in this packet. Fill out one for each item or service. Extras are available in the office. Carry some with you so when you visit the dry cleaners, dentist, car care services etc., you can ask them to donate an item or gift certificate.

Remember the goal & deadline. As it is each year, every family is asked to procure at least \$400 in goods or services. Last year several families exceeded this goal, some by thousands. (Check out our fun rewards program in the “What’s New” section of this packet!) You have approximately 4 months to procure, but don’t wait to the last minute. We need your items as soon as possible, but no later than **February 1st** so they can make it into the auction catalog/program and onto the online website. All items received after the catalog is complete will be put in the addendum. The final addendum cut off is February 8th. *(Please note some businesses require at least 6-8 weeks to process your request, so start now!)*

Procurement is a lot easier than you may think. **Just asking** will often result in a **gift**. We have included an idea page put out by Northwest Benefit Auctions, which will get you on your way. If you are still having trouble, please ask our amazing Procurement team for suggestions. They are happy to give you ideas or walk with you through the process. You do have something that will be valuable to someone else! Use your gifts and talents for God’s Glory.

In Christ,

Debbie Stoppa
2007 Auction Chair

School Auction Ideas

1. Classroom Projects

- Tile work
- Copper etchings
- Wood burned furniture
- Self portraits
- Game tables
- Crèche

2. Buy-ins

- Parent/child golf
- Cooking class
- Creative memories/ scrap booking party
- Card making Party
- Teacher Appreciation Goodies
- Dinner & Dancing Party
- Jane Austen Movie Party
- Fantasy Football Night
- Paintball
- Christmas caroling and cookie decorating

3. Teacher Led Events

- Bowling
- Build-a-bear and lunch
- Shop-until-you-drop with a student
- Movie Night with your class
- Surfing
- Pool party
- Barbeque

4. Live Auction Items

- Vacation homes
- Dinners in homes – guest chefs
- Moms Spa Day
- Trips (domestic and international)
- A day in the Vineyard with an expert
- Landscaping work
- Date nights for a year
- Home remodeling package
- Sporting Events Packages

5. Silent Auction Items

- Dress up Boxes
- Theme Baskets – gardening, scrap booking, kid's games, wine
- Art
- Gift certificates technology
- Photo session

6. Special Appeal – Paddle raise for a specific cause

- Scholarships
- Technology
- Playground equipment

7. Bidding frenzy – sold at face value to first paddle raised

- Gift certificates for restaurants
- Massage certificates
- Misc. certificates

8. Raffle Items

- Jewelry
- Wine
- TV
- Wii system
- GPS system
- Electronics-Laptop
- IPHONE
- IPOD
- Airline tickets
- Tuition
- 50/50 pick a number

Thoughts

- Look to school vendors for donations
- Local businesses for donations
- Advertising in the catalog
- Slide show of the students
- School assemblies to involve classes and stir up excitement
 - Related to themes

Things that Sell Well!!

Procurement Ideas

These do not include the Class Projects which always do exceptionally well!

| | |
|-----------------------------------|----------------------------------|
| Blazer's Night Out | Window Cleaning |
| Dinner/Lunch with the Headmaster | Dry-cleaning |
| U of O/ OSU Package | Limousine Service |
| Italian Dinner Package | Wine Tasting Tour |
| French Dinner Package | Wine Tasting Party |
| Weekend in Seattle | Catering Service |
| Party for Closest Friends | Vacation Homes |
| Sunriver Vacation | Rafting Trips |
| Beach Getaways | Vintage Wines |
| Willamette River Dock Party | Rare Collectibles |
| Disneyland Trip | Father's Day Package |
| Meal of the Month | Mother's Day Package |
| Dessert of the Month | Mariner's/Seahawks Tickets |
| Civil War Game & Tailgate Party | Babysitting Service |
| Golf Sets/Packages | Boat Cruise Party |
| Children's Themed Parties | Themed Party with a Band |
| Children's Sports Camps | Cooking Party |
| Family Game Night Basket | Water Skiing Party |
| Garden Baskets | Hot Air Balloon Ride |
| Landscaping Package | Pool Party |
| Girl Fun Package | Ski Lessons or Package |
| Fishing Poles/Guided Trips | Cooking Lessons |
| Pottery Painting Birthday Party | Dancing Lessons |
| Trips to Anywhere | Indoor Rock Climbing |
| Night out on the Town in Portland | Athletic Club Memberships |
| Opera Tickets | Willamette River Boat Trips |
| Theatre Tickets | Housekeeping |
| Concert Tickets/Backstage Passes | Yard Maintenance |
| Sporting or Outdoor Packages | Antiques |
| Jewelry | Police/Ambulance/Fire Truck Ride |

Donate airline miles for tickets to accompany vacation packages. These are especially valuable!!

Donate a Cash Contribution which will be utilized to fund larger packages and/or underwrite the event.

Please feel free to use your imagination or run any ideas past our Procurement Coordinator.