

Dear Friend of Grace Episcopal Day School:

The Auction and Gala committee at Grace is excited to invite you or your business to participate in our auction, Havana Nights, on April 8, 2017. Serving Pre-Kindergarten through eighth grade, Grace's mission is to provide a program of academic excellence while preparing children to live responsible lives in a community grounded in the Christian faith where learning is inspired and confidence is built.

We are asking for your support as a sponsor or by donating an item to our silent or live auction. The proceeds from this event will be used to enhance the various resource programs such as art, music, and technology and are necessary for the development of our school. Enclosed you will find our sponsorship and donation forms, which outline many opportunities of exposure for you or your business. Please consider partnering with us on this exciting event.

If you have any questions, please contact Melissa Van Horn, Director of Development at (904) 269-3718 or [mvanhorn@geds.net](mailto:mvanhorn@geds.net). If you would like to learn more about Grace, please visit our website at [www.geds.net](http://www.geds.net). We value your support and appreciate your commitment to Grace Episcopal Day School. Grace is a 501 (c) (3) entity, and your donation is tax deductible to the extent allowed by the law (non-profit ID: 59-1152229).

Sincerely,

*Melissa Van Horn*

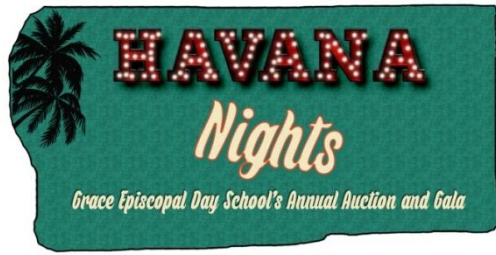
Melissa Van Horn  
Director of Development  
Grace Episcopal Day School



[www.geds.net](http://www.geds.net)

156 Kingsley Avenue, Orange Park, Florida 32073

(904)269-3718



**Grace Episcopal Day School 2017 Annual Auction and Gala Sponsorship Levels**

**Presenting Sponsor- \$2,500**

- Listing and Logo on invitation
- Logo on auction banner, website, photo slide show
- Spotlight in Eagle Extras (a weekly email blast to all parents)
- Prominent placing of full page ad in auction catalog
- Full table (8) admission and dinner tickets with reserved seating and reserved parking

**Gold Sponsor- \$1,000**

- Logo on auction banner, website, photo slide show
- Spotlight in Eagle Extras (a weekly email blast to all parents)
- Full page ad in auction catalog
- Half Table (4) admission and dinner tickets with reserved seating

**Silver Sponsor- \$500**

- Logo on auction banner, website, photo slide show
- Listing in auction school correspondence
- Half page ad in auction catalog
- (2) Admission and dinner tickets included with seating preference

**Bronze Sponsor- \$250**

- Logo on auction banner, website, photo slide show
- Listing in auction school correspondence
- Quarter page ad in auction catalog
- (2) Admission and dinner tickets included with seating preference

___ Presenting Sponsor..... \$2,500	___ Gold Sponsor .....\$1,000
___ Silver Sponsor ..... \$500	___ Bronze Sponsor..... \$250
___ Quarter page Advertisement.... \$100	___ Business card size Advertisement....\$50

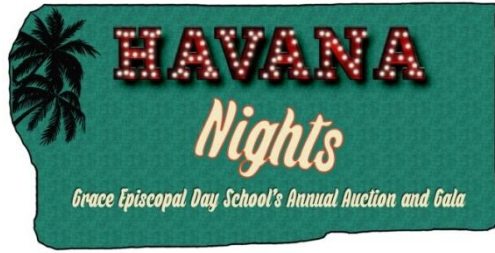
Business/Family Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ City, State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Website: \_\_\_\_\_

Signature: \_\_\_\_\_



**Grace Episcopal Day School 2017 Auction Donor Form**

Thank you for your contribution to the GEDS 2017 Annual Auction, *Havana Nights*, which will be held on Saturday, April 8, 2017. For guaranteed inclusion in our printed program, please complete this form and return it no later than **March 17, 2017** to:

**Grace Episcopal Day School • 156 Kingsley Ave. • Orange Park, FL 32073**

Business/Family Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ City, State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Website: \_\_\_\_\_

Signature: \_\_\_\_\_

Item and Description:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Retail Value: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Please check all that apply:

- This contract is for a tangible item  
 Item is attached to contract.  
 Item will be delivered to GEDS on \_\_\_\_\_.  
 This contract is for a gift certificate.  
 Certificate is attached to this contract.  
 Please make gift certificate based on the information above.



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