



10th ANNUAL GALA & AUCTION April 30, 2022

March 2022

Dear Local Business,

Established in 1975, Woodland Hills Private School (WHPS) is a private preschool and elementary school accredited for its academic excellence and recognized for its positive influence in the community. The Parents at WHPS (PAWS) is a non-profit 501(c)3, self-directed group of parents who work together with our business community, parents, teachers and administrators to provide additional enrichment programs to the WHPS students in our community, as well as facilitating community outreach programs that the children can participate in. We accomplish this through community fundraisers and special events.

On behalf of PAWS and WHPS, we are reaching out to the community and asking for your support for our biggest fundraiser of the year— our Annual Gala & Auction, which will be held on Saturday April 30, 2022. This festive event will be attended by many of our 350 families, and the proceeds will be used to continue our tradition of enrichment and excellence at Woodland Hills Private School, as well as support of our local community. We kindly ask for a donation that you or your company may be able to provide, such as an in-kind service, merchandise, or gift certificate. By supporting our Silent and Live Auction event, your generosity will be acknowledged in the following ways:

- Bronze - \$50-\$250 – monetary donation or item(s) of similar value
 - Inclusion in our monthly digital newsletter with link to landing page of your choice
 - Logo (or name) featured in our online catalog and on at-event signage
 - Logo with link to landing page of your choice on our PAWS website advertising the event
- Silver - \$250-\$499.99 – monetary donation or item(s) of similar value
 - Bronze Plus:
 - 1 social media call-out, on Facebook and Instagram
 - Digital banner on virtual event page (rotating banners)
 - Printed banner to be displayed prominently at the school until the end of the school year.
- Gold - \$500-\$999.99 – monetary donation or item(s) of similar value
 - Silver plus:
 - Additional social media call-out (2 total)
 - Digital banner on homepage of PAWS website for month of April through event (rotating banners)
 - Logo (or name) to be printed on a Special Donor poster at the gala event
- Platinum - \$1000 (+) – monetary donation or item(s) of similar value
 - Gold plus:
 - Featured sign at the school for at least two weeks leading up to the event
 - Digital banner on PAWS website from time of donation through the event (rotating banners)
 - Special introduction and thanks at the live portion of the event
 - Platinum Sponsors email with write-up of your donation plus link to landing page of your choice

If you can support our event, please fill out the form below and email it to auction@whpspaws.com. Donations can be emailed, sent to the address below or arranged to be picked up. You can also sponsor monetarily for the above packages. Please email us and we will send you a link that you can make donations through. **All donations must be submitted no later than April 15, 2022.** Please feel free to email us with any questions you may have. We thank you very much for your generosity and support!

Sincerely,
PAWS Auction Committee

PAWS is a non-profit 501(c)3 organization, Tax ID # 47-1848981
22555 Oxnard St, Woodland Hills, CA 91367

Please complete the information below as you would like it to appear in the event program

Please send to PAWS Auction Committee – 22555 Oxnard St., Woodland Hills, CA 91367 or email to auction@whpspaws.com

Name: _____

Company: _____

Address: _____ City/State/Zip: _____

Email: _____ Phone: _____

Website: _____

Donation Description: _____ Estimated Retail Value \$ _____

Details for Event Program _____

Restrictions, if applicable (i.e. expiration date, time limits, age, black-out dates, # of participants if hosting a group event, etc.) _____

Please list the donor in the program as follows: _____

Item or certificate attached Please create a certificate Please contact for pick-up

Item or certificate will be sent prior to event date – send to:

PAWS Auction Committee, 22555 Oxnard St. Woodland Hills, CA 91367

Logos for signage should be delivered as a JPEG or TIFF image. For questions regarding logos, or to send your image, please email auction@whpspaws.com.