



St. Elizabeth Catholic School

917 Montrose Road
Rockville, Maryland 20852
301.881.1824

October 15, 2018

Dear Friend of St. Elizabeth School,

We are very excited to announce that plans are underway for St. Elizabeth's **Let's GLOW Crazy Gala** which will be held on Saturday, March 23, 2019!

The money we raise from this school year's gala will help to provide funding for our ongoing technology updates needed for our middle school e-classroom initiative. Part of this initiative includes purchasing additional Chrome carts for our students. We would also like to make school-wide classroom updates including flexible seating options for our classrooms along with classroom security enhancements. With your help, Saint Elizabeth School continues to adapt with the growing educational and safety needs that benefit both our students and teachers.

To make this year's gala a success, please consider supporting our event with a product donation, gift certificate, or service from your business. Your donation can be something as simple as a gift certificate to your business, a night on the town, a weekend at your favorite resort/vacation home rental. Our event is expected to draw nearly 300+ friends of St. Elizabeth. In exchange, you will receive some excellent community exposure and advertising via Facebook and Twitter. Your company name and donation will also be listed in the Gala Catalog that will be sent out to our families and parishioners prior to the auction.

This is our biggest fundraiser of the school year and is a great opportunity to support St. Elizabeth School and to showcase your business. All donations are tax deductible and are greatly appreciated!

If you are able to donate to our event, please mail your donation to St. Elizabeth School (Attn: Gala Donations) or email it to glowgala2019@gmail.com. Please be sure to include the attached Auction Donation Agreement form.

Thank you so much for your support of St. Elizabeth School!

Sincerely yours,

Colleen Schrier & Tiffany Albina
2019 Gala Co-Chairs

ST. ELIZABETH CATHOLIC SCHOOL

917 Montrose Road

Rockville, MD 20852

Tel. 301.881.1824 Fax 301.881.6035

Let's **GLOW** Crazy Gala Donation Agreement

Donor Commitment Form and Record of Donation

All Proceeds Benefit St. Elizabeth School

Donor Name (as it should appear in the catalog): _____

Contact Person: _____

Email: _____ @ _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Website: _____

Item/Service Donated: _____

Estimated Fair Market Value: _____

Description (as it should appear in the catalog):

Valid from: _____

Restrictions, if any: _____

Donor Signature: _____ **Date:** _____

*****Please submit all forms by January 15, 2019*****

FED. TAX ID#52-082-1331 – All Donations are Tax Deductible

- Item or Gift Certificate Enclosed
- This Agreement or attached Letter serves as a guarantee of the Gift (Auction Committee will provide a Certificate to the Winning Bidder).
- Item will be Sent/ Mailed/ Delivered (please circle) to Sande Leffew on: _____
- Display Materials are attached or will be delivered on : ____/____/____

Questions? Please contact the gala committee at glowgala2019@gmail.com

Thank you for supporting St. Elizabeth School