



Dear Sir or Madam,

On behalf of the Huff Elementary PTA, we are soliciting your support for our **19th Annual Silent Auction** happening **Saturday, November 5, 2016** in Mountain View. This auction is our school's largest fundraising event. The proceeds are used to provide activities and programs such as environmental education, music, assemblies, multicultural events, and field trips that are vital to the success of our students. Money raised also enables us to provide school-wide necessities such as library books, classroom supplies, and current technology. Business support is critical to our children's success.

Local businesses have much to gain from strong, thriving public schools. Excellent public schools can be key factors in attracting and keeping the best employees. In addition, our economic growth and prosperity depend on the ability of our schools to educate the next generation. Finally, we know from past experience that merchants who donate to the Huff Auction benefit from increased patronage from the Huff school community.

Please consider participating in our auction in one of the following ways:

1. Donate a product, service, gift certificate, or trip; or
2. Purchase advertising in our auction catalog.

To ensure your donation or advertisement is included in our online catalog, we need to receive your materials by **September 30, 2016**. **If you are making a donation, please complete the enclosed Auction Item Donation Form and send it along with your donation to:**

Huff PTA (Attn: Donations Chair)  
253 Martens Avenue  
Mountain View, CA 94040

If you would like to purchase advertising in our auction catalog, please contact me by email or phone.

Visit our website at **[www.huffpta.com](http://www.huffpta.com)** for more information, additional forms or to submit your donation information conveniently and directly online. The Huff PTA is a 501(c)(3) organization, and our tax I.D. number is 77-0492242. Please contact me if you have any questions.

Thank you for supporting the children of Frank L. Huff Elementary School!

Sincerely,

**Beth Davis**  
Donations Chair  
[beth@davisfamily.cc](mailto:beth@davisfamily.cc)