



Dear Friend of NorthCreek Academy & Preschool,

It's auction time for NorthCreek Academy and Preschool! This year's annual dinner and auction is Saturday, April 25; we are having an old-fashioned "barn-raising" on our campus, where our new multi-use building will eventually stand. Our hope is to break ground on our new multi-use building project, that will house a new gymnasium, chapel, library, kitchen, community meeting space and much more in June 2020. As we're so close to beginning, our theme is **Raise 'Em Up and Build it Together**. We feel strongly that it takes an entire community to build lasting legacies like this.

Your valuable donation will help ensure this vital school project moves forward as planned. Won't you help us "*build it together*"?

We accept online donations at [auction.ncapschool.org](http://auction.ncapschool.org), or you can mail or hand-deliver your donation to NorthCreek Academy & Preschool, 2303A Ygnacio Valley Rd., Walnut Creek, CA 94598. For physical donation items, please complete the form online and then use the delivery method most convenient to you.

With today's ever-changing world of media and communication, we now send communication via "snail mail" (USPS) **and** via email. Please ensure you check your records before submitting your donation to ensure you are not duplicating efforts. In cases where we've been directed to do so, we will complete an online donation form for your company's website. If you have a NEW online donation form that was not available to us last year, please let us know and we will gladly redirect our submission.

Thank you so much for your consideration. Please don't hesitate to contact us if you have any questions about our school or the auction itself. Contact our school's Auction Procurement Lead, Jen Herrera at 925-408-8459 or [procurement@ncapauction.com](mailto:procurement@ncapauction.com).

All donations are tax deductible. We are a IRC 501(c)(3) organization and our tax ID number is 94-1592886.

Gratefully,

The NorthCreek Academy and Preschool Auction Team



**Raise 'Em Up**  
**Build It Together**  
 18<sup>th</sup> Annual Dinner & Auction  
 April 25, 2020  
 auction.ncapschool.org



2303A Ygnacio Valley Rd  
 Walnut Creek, CA 94598  
 925-954-6300  
 ncapschool.org

**Donor Information:**       Business       Individual

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**Donation Information:**     Item attached     Contact me to make arrangements     I will deliver by 4/20

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<input type="checkbox"/> Physical Item	<input type="checkbox"/> Sponsorship	Redemption Contact:
Quantity:	<b>Market Value:</b>	Phone & Email:

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**Catalog Advertising**

<b>1/4 Page</b> <input type="checkbox"/> B/W(\$50) <input type="checkbox"/> Clr(\$100)	<b>1/2 Page</b> <input type="checkbox"/> B/W(\$100) <input type="checkbox"/> Clr(\$200)	<b>Full Page</b> <input type="checkbox"/> B/W(\$150) <input type="checkbox"/> Clr(\$300)
We will contact you to get your ad materials by <b>April 12</b> .		

Contact [auction@ncapschool.org](mailto:auction@ncapschool.org) if you have any questions or would like to setup at time for us to pickup your donation.  
 Donations must be received by **April 12** to be included in the printed auction catalog.

**NorthCreek Academy & Preschool** is a 501(c) non-profit group (Tax ID: **94-1592886**)  
 Please make checks payable to **NorthCreek Academy & Preschool**.

**Auction Use Only**

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*NorthCreek Academy and Preschool reserves the right to accept and utilize donations, sponsorships, and advertising in accordance with the core values and mission statement of NorthCreek Academy and Preschool, a ministry of NorthCreek Church.*