

2008 Ultimate Auction
South Beach....feel the beat
VOLUNTEER SIGN-UP SHEET

The Ultimate Auction **NEEDS YOU** and would deeply appreciate your help. It takes the combined efforts of over 300 parents, faculty and students to make the Auction come alive each year as one of our most exciting and fun-filled Ursuline events. Come and meet other members of our school community as we plan this special evening. Please review the following information and check your areas of interest and talent. We welcome and are grateful for your help in any amount you choose to give.

The Auction will be held on Saturday, November 22, 2008

NAME(S) _____

EMAIL _____

PHONE _____

Check Times Available _____ Days _____ Evenings
WE LOOK FORWARD TO WORKING WITH YOU!

PLEASE RETURN THIS FORM TO URSULINE DEVELOPMENT DEPARTMENT!

_____ Auction and Events Publicity

_____ Help in picking up donated Auction items in the fall
car _____ truck _____ SUV _____

_____ Catalog copywriter meets weekly to write brief item descriptions, entering in database,
proofing copy (Tuesday mornings Sept-Nov.)

_____ Decorations/Workshop committee meets various times during the days and evenings. Times
to be announced (average once a week Oct – Nov.)

_____ UA logo committee

_____ Serve as host for the Freshman Gift Gathering Party

_____ Serve as a table host at the Auction. You are responsible for arranging a table of 10 or 12.

_____ Produce the monthly newsletter for the Auction that appears in Rapport

_____ Holiday craft committee

_____ Decorative painting of furniture items

_____ Address / stuff Auction invitations - October 6th @ 9 am-noon

_____ Manage raffle tickets (1/2 tuition or Duck Pond)

_____ Help distribute catalogs

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GIFT SOLICITATION

___ Business Acquisitions committee to contact merchants /restaurants / businesses to secure an Auction donation. (We provide the names or choose your favorites!)

___ Call fellow UA parents to solicit Auction donations. Daughter's class _____

___ Serve on Live Auction committee

___ Solicit businesses for sponsorships

AUCTION WEEK

Set up

___ Wednesday pm (especially need men)

___ Thursday

___ Friday

Work the night of the Auction

___ silent auction tables

___ check out

___ make appetizers

___ manage raffle tickets (girls sell)

___ bartender

___ **Clean up Sunday morning**

___ I WANT TO DO SOMETHING BUT JUST NOT SURE WHAT OR WHEN

QUESTIONS: Please call...Co-chairs Tony & Emmy Hobson 561-1939 ahob@fuse.net

Allen & Barb Backscheider 891-0058 bback@zoomtown.com

Lori Haines in the Development Department 791-5794 Ext. 1218 or email

lhaines@ursulineacademy.org