



SILENT AUCTION

Thank you for your interest in donating a Silent Auction item to the Holly Ball. The Silent Auction will be in person at the event on Saturday, December 3, with online bidding opening for ticketed guests on Thursday, December 1.

If you would like to donate, but don't have an item in mind, please contact our silent auction committee for ideas relating to this year's Holly Ball theme.

CentraCare Foundation contact: **Sandy Spoden (320) 251-2700 ext. 52439 or spodens@centracare.com**

Holly Ball Silent Auction Policy and Guidelines

1. Value: Please provide the approximate value of your item(s) on the enclosed silent auction form. We need this information for the purchasers to comply with IRS regulations.
2. If your item is larger than 3x3 we ask that you make arrangements to deliver the item to the Rivers Edge Convention Center Terry Haws Room C on Thursday, December 1 between 8:00 a.m. and 12:00 p.m.
3. If your item is jewelry, vintage or anything of that nature we ask that a display case be accompanied with the item with locking potential to help prevent damage and theft. Fire arms will not be displayed and must be picked up from the donor by the winning bidder, a photo or other descriptor will be used instead.
4. If you are donating a tree/wreath/etc., lights must be U.L. approved. All decorations must be securely wired in.
5. For any other donated item, please provide a box/container or appropriate covering for the safe delivery of your item.
6. An acknowledgement from Holly Ball/CentraCare Foundation will be sent to you soon after the Ball.
7. All items become the property of the Holly Ball or eventual buyer.
8. If, by chance, your item doesn't sell on the auction the item will be returned to you. Unfortunately, because of accounting purposes, we are unable to keep or use the item if it does not sell.
9. We ask that the value of the donated item be greater than \$50 if possible.
10. CentraCare Foundation will not be able to pay in part or full for any silent auction items or offer any type of trade/negotiation of event tickets for items.
11. If you are donating a Gift Certificate please mail to the CentraCare Foundation, Attn: Sandy Spoden, 1406 6th Avenue North, St. Cloud, MN 56303

Thank you again for your participation and support!

Please complete the attached form and return by **November 11, 2022** or visit our website at <http://www.centracare.com/foundation/events/holly-ball/> to complete a registration form online and email to spodens@centracare.com.



**Holly Ball Silent Auction Registration Form
Due by November 11, 2022**

Your Name or Company Name _____

Contact person _____

Address _____

Email _____ Phone _____

Item/Package to be donated: _____

Estimated Value \$ _____

Gift Certificate Expiration Date: _____

Detailed description of donated item (i.e. dimensions, colors, etc.).

- I will provide the necessary certificate via **email**
- I will provide the necessary certificate via **mail**
- I need a committee member to create a certificate
- Donated item can be picked up by a committee member at my business
- I will deliver my donated item to Rivers Edge Convention Center on Thursday, December 1 between 8:00 a.m.-12:00 p.m.

Mail to: CentraCare Foundation
1406 6th Ave N
Saint Cloud, MN 56303

Call (320) 240-2810
Email spodens@centracare.com

We will follow-up with you if additional information is needed for recognition.
Thank You!