

HELP SUPPORT THE TNOYS AUCTION
BY REQUESTING LOCAL DONATIONS!

The Auction always offers a variety of wonderful items for bid, thanks to our TNOYS member agencies! Items range from arts and crafts, to personal pampering and pet toys. All donations will be acknowledged at the Auction.

Should you wish, following is a sample donation request letter that you can use to solicit auction items from community businesses on our behalf. (Please retype onto your agency letterhead.)

Date

Dear _____:

(Begin with a brief introduction to your agency or your connection to the business, and your agency relationship with TNOYS.)

The Texas Network of Youth Services (TNOYS) plays a major role in assuring our vulnerable youth receive quality services. TNOYS advocates for adequate funding and policies that help us provide the best possible services in our community. The TNOYS Annual Training Conference is one of the most respected and best attended conferences for youth care workers in Texas.

A Conference highlight is the TNOYS Annual Meeting and Awards Ceremony that includes a silent auction. The auction raises funds to assist TNOYS efforts to provide state-of-the art training and consultation for our agency and others like it around the state. The auction hosts more than 200 attendees and is scheduled for Wednesday, August 19, 2009 at the Doubletree Hotel in north Austin. We are asking you to support our efforts to make a difference in the lives of young people in Texas by contributing *(item specific to the business)* to the auction.

(Name specific agency staff) from our staff will contact you next week to ask for your support and to answer any questions you may have about our request. Please feel free to contact me at *(your phone number)*. All donations to Texas Network of Youth Services and the auction are tax-deductible to the extent allowable by law and are acknowledged at the event and in print.

Thank you for your consideration of our request.

Sincerely,

(Executive Director or designated contact person)