



St. Michael's Episcopal School
Annual Auction
March 26, 2021

VOLUNTEER FORM

St. Michael's parents make the auction fun, festive, and celebratory. Please choose the ways in which you would like to help and **return to the School by February 15.**

_____ Solicitations/Acquisitions

Acquiring items for the silent and live auctions. Select from a list of past contributors, suggested businesses and/or create your own contacts. Also includes picking up the items donated by businesses solicited.

_____ Class Projects

Assisting with designing and producing the pre-determined auction project for your child's class.

_____ Decorations

Assisting with decorating the auction venue. Must be available to set up March 27.

_____ Set-up

Transporting auction items and arranging displays. Must be available to set up March 27.

_____ Registration

Greeting guests as they arrive at the auction. Assisting with credit card registration and mobile bidding.

_____ Checkout

Assisting guests with final payments and item pickup.

_____ Clean-up

Spearheading auction breakdown at the conclusion of the event.

Name: _____

Phone: _____

Email: _____