

The IIIB’s Foundation will be holding a Silent Auction Fundraising Event at our **7th Annual Pink Tie Charity Ball** to be held on Saturday, February 18, 2017. The IIIB’s Foundation is a non-profit organization dedicated to comforting women going through the pain associated with breast cancer.

The IIIB’s stands for our personally created **B**osom **B**uddy **B**askets which include comfort and informational items delivered to women in their hospital room shortly after undergoing breast cancer surgeries and treatments. We are celebrating our 12th Anniversary of providing 1,000’s of **B**osom **B**uddy **B**askets ***FREE OF CHARGE*** to many Virginia area hospitals as well as shipping 100’s of Baskets to 47 states and 5Countries. All of the funds raised from this event will be used to support The IIIB’s Foundation’s work in our local community.

We’re in the process of collecting merchandise for the event, and I’m writing to request your assistance in making the **7th Annual Pink Tie Charity Ball**. By donating an item, you’ll be making a tax deductible contribution that will help The IIIB’s Foundation continue to help make life better for individuals in need right here in our community.

Additionally, you’ll benefit from exposure of your company’s name to the 500 expected attendees. Donors will be listed on the event program, on the large video screen during the evening and on our website, [www.keepthecandleglowing.org](http://www.keepthecandleglowing.org/). In addition, the merchandise you give will be on display through the event.

Won’t you consider donating an item to support the continued work of The IIIB’s Foundation? If so, you can reach me at the below listed phone number or email. Or you can complete the attached forms and send them and your donated items to 41536 Springvalley Lane, Leesburg, VA 20175. We look forward to receiving your donation. We also thank you in advance for helping to Keep the Candle Glowing.

Stacy Cole

Stacy Cole

The IIIB’s Foundation

Stacy@KeeptheCandleGlowing.org

703-981-6333 cell

**The IIIB’s Foundation**

**7th Annual Pink Tie Charity Ball**

**SILENT AUCTION ITEM FORM**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ EMAIL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Donated Item: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Description of Item (to be used on Bid Sheets): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Other Details (Include Service to be Offered, Restrictions, etc.):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**\*\*\*RETAIL PRICE: $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Special Instructions on Drop Off or Pick Up of Item:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**COMPANY LOGO AUTHORIZATION FORM**

Authorized Logo Release/Artwork/Graphics Contact Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In order to publish the company’s /logo with The IIIB’s Foundation, the company authorizes The IIIB’s Foundation to use the company’s corporate logos, trade names, and trade/service marks in order to display and reproduce. In addition, the company’s approval allows The IIIB’s Foundation to include the company’s logo in other communication materials (video, audio, electronic broadcasts, print promotion and advertising) to further increase awareness of the company. In order to ensure the accuracy of the information the company agrees to provide The IIIB’s Foundation with the company’s current corporate logos, trade names, and trade/service marks and with any subsequent changes. By signing, the company indicates that the use granted is indemnified and held harmless from any third party rights and/or claims, without waiver of any legal privileges. Other than the rights granted here, The IIIB’s Foundation acknowledges that it has no other rights in the company’s corporate logos, trade names, and trade/service marks.

GUIDELINES FOR ARTWORK:

Please send two (2) digital files of your logo via email to **stacy@keepthecandleglowing.org** in an Adobe Photoshop-compatible format (PSD, JPEG, TIFF, BMP, GIF or PNG formats), minimum 300 dpi, minimum 5” width.

AUTHORIZED SIGNATURE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PLEASE RETURN THIS FORM VIA EMAIL OR MAIL NO LATER THAN January 25 TO STACY COLE:**

[Stacy@KeeptheCandleGlowing.org](mailto:Stacy@KeeptheCandleGlowing.org)

41536 Springvalley Lane, Leesburg, VA 20175

(c) 703.981.6333

Donations to The IIIB’s Foundation are tax deductible to the full extent allowed by law. To control expenses, The Foundation will send receipts for gifts of $25.00 or more.



Tax Exempt information Form

