



AUCTION 2017

“Sign Me Up” Event Hosting Form

Auction - Saturday, April 1, 2017

6758 Bailey Road ■ Woodbury, MN 55129

Please complete one form for each event you are hosting, and return your completed form to the NLA Advancement Office at (651)757-4389. Deadline for submission: March 3, 2017.

Sign Me Up Event Information
Event Title:
Event Description:
Host(s):
Day/Date:
Time:
Location:
Target Audience/Grade Range: <small>(youth/adult/etc/grade level)</small>
Minimum and Maximum # of Attendees:
Suggested Price Per Ticket: <small>(Auction Committee will make final decision)</small>
Anticipated Out of Pocket Cost for Host:
<small><i>(Most of your costs are tax deductible to the fullest extent of the law; please keep receipts for your tax purposes. IRS regulations prevent NLA from stating a value of your Gift-in-Kind donation)</i></small>

New Life Academy Educational Foundation is a 501(c)(3) non profit. Tax ID 41-1915933.

Sign Me Up Details

- Bidders sign up on auction night with their name and bidder number.
- NLA will generate an attendee list for the hosts so hosts can contact attendees.
- Hosts are asked to contact their attendees very soon after the auction to let them know the details as the event draws near, and to provide reminders.