



CITY TREE CHRISTIAN SCHOOL

First Presbyterian Church • 320 Date Street • San Diego, CA 92101 • (619) 232-3794 • Fax (619) 232-2447

Dear Friend:

We are contacting you on behalf of City Tree Christian School to ask for your assistance.

Support is needed for our upcoming annual City Tree Gala, including a silent auction, which will take place from 5:30 to 11p.m., March 20, 2010, at Loews Coronado Bay Resort. This year our goal is to raise \$30,000 at the auction and raffle. Proceeds will benefit students of City Tree and will be used to provide necessary technology upgrades throughout the school.

City Tree was established in 1976 and serves as an outreach of First Presbyterian Church. Its mission is to provide quality education within the inner city and to make this outstanding education available to children of all income levels. It currently serves Preschool students and grades K-8. In the past, generous donations have helped expand the school, establish our library, and provide art and music materials.

Please consider making a donation this year to our Gala Auction by using the enclosed donation form. All gifts are tax-deductible (Tax ID #95-1660358). City Tree posts a list of its supporters year-round. You may also buy ad space for your business in our yearbook, a publication that reaches hundreds in our community. Information and directions for making a Gala auction donation and placing a yearbook ad are included.

Please forward all donations to Suzy Walls c/o City Tree Christian School, First Presbyterian Church, 320 Date Street, San Diego, CA 92101. For more information contact Suzy at citytreepro@gmail.com.

Thank you in advance for your support of this year's auction and City Tree School!

Sincerely,

Cerita Burrell
Gala Chair
cerita_burrell@yahoo.com
619-454-0241

Audrey L. Steidl
Donation Chair
asteidl@helmsbriscoe.com
619-804-4107

City Tree Christian School

GALA 2010 Contribution/Donation Confirmation

Thank you for your tax-deductible donation to City Tree Christian School's GALA 2010 to be held on March 20, 2010. Your contribution is greatly appreciated!

Please complete this Contribution/Donation Confirmation form and return it to the School office with your donation. The information provided below would be used to prepare a description of your donation to be published in the GALA 2010 Auction Catalog and will be circulated to every guest in attendance that night.

Your tax donation is tax deductible to the fullest extent by law. Our federal tax identification number is _____. Please keep this receipt for your records. It verifies that you received no goods or service, in whole or in part, in consideration of your gift.

Donated item/service and description(s) _____

Donor's Name _____

Street Address _____

City _____ State _____ Zip _____ Tel # _____

Actual/estimated value \$ _____

NOTE: The value indicated above will be included as part of the item description in the GALA 2010 Auction Catalog.

• How shall the donor be credited in the GALA 2010 Auction Catalog: _____

• Limitations/Restrictions (number of persons included, expiration date and/or excluded dates if any): _____

PLEASE NOTE

If your donation requires delivery and you are unable to transport it, City Tree will be happy to coordinate pick-up and delivery of your donation. Please contact Suzy Walls by email walls.suzy@gmail.com or by telephone at 858-278-6261 to set up a convenient time for pick up.

THANK YOU FOR SUPPORTING GALA 2010!

320 Date Street, San Diego, CA 92101

Donation Receipt

Donor Name

Date	Item Description	Value
Total Donation Amount		

**Thank You
for Your
Donation!**

Received By

Date

City Tree Christian School
320 Date Street
San Diego, CA 92101
619.232.3794
www.citytree.org
Tax ID#95-1660358

City Tree Copy

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