

# 25<sup>th</sup> Anniversary Sun & Stars Auction

## Auction Rules

**General:** All donations are tax deductible, however the retail values set forth are estimates and are not warranted by the Montessori Family Center for tax purposes or general value. Generally, the IRS allows the amount bid over the retail value to be deducted a charitable contribution. The Montessori Family Center is a recognized Federal non-profit school under regulation 501 (c)(3) Tax ID # 942765955.

**Bidding:** Bidding will be by number only. Register at entry to receive your catalog and your bidder paddle. Keep it with you at all times. All items for the silent auction will be displayed on tables and have bid sheets displayed in front of the item. Persons desiring to bid must do so by legibly writing their bidder number and amount of bid on the topmost available line of the bid sheet. Bid sheets must not be removed from their locations. Each increase must equal at least the minimum increase figure stated on top of the bid sheet in order to constitute a valid bid.

**Schedule:** The silent auction begins at 6 p.m. and the closing of bids will be staggered before 8 p.m. Each item has a bidder sheet attached. No bid may be made after table is announced closed unless a particular item generates intense bidding. In such cases the bidding for that item alone may continue under the supervision of the auction staff until the highest bid is determined. The live auction will begin at 7:45 p.m.

**Check Out:** Take advantage of our Express Checkout feature by providing your credit card during check-in. If you choose to make payment after the conclusion of the event, please understand that generating invoices and processing purchases takes time. Do know that we will attempt to make the process run as smoothly as possible. Thank you for your cooperation with this procedure. To make the wait a bit easier, please enjoy a cup of coffee and dessert during the checkout process. Payment of items purchased by the successful bidder will be accumulated until the end of the auction. Payment will be made in the accounting area in the upstairs lobby. Pick-up of items will be after payment in full. All payments must be either cash, checks made payable to the Montessori Family Center, or via MasterCard, Visa or American Express.

**IMPORTANT NOTE:** All sales are final and there will be no exchanges or refunds. Reservations and appointments are valid when specified on gift certificates, must be mutually agreed upon with the donor and are the sole responsibility of the bidder. All accommodations and services are purchased with the understanding that they are subject to availability. All restaurant dinners exclude tax, gratuity and alcoholic beverages unless otherwise specified. Make your reservations right away. For auction items and services not available for pick-up at The CIA, dates, times and location of use or availability are specified or shall be arranged to meet the mutual convenience of the donor and buyer. Unless otherwise specified, all services purchased at the auction must be used within one year from February 15<sup>th</sup>, 2008. The Montessori Family Center does not warrant the values of the items listed in this catalog, as the retail value of items is provided by the donor.

**Thank you for your generous and spirited bidding!**