



## AVCA Silent Auction Donation Guidelines

- The AVCA must receive all silent auction donor forms, donated items and displays by November 16<sup>th</sup>, 2018. Incomplete items will not be listed on the AVCA Web site or printed materials.
- All certificates must be valid through Dec. 31, 2019. Please clearly list any restrictions, such as expiration and black-out dates.
- All donations must meet the minimum retail value requirement of \$100 (USD).
- Tax information will be mailed to all donors following the AVCA Convention upon request.
- All displays included with donations will be kept by the AVCA (and/or the high bidder) unless the donor notifies the AVCA in writing that they wish to have the display returned. If the donor wishes to have the display returned, they must pick up the display onsite after the close of the silent auction.
- Baskets that are shipped in cellophane wrap will be opened on-site for display purposes. We find that items are better received when every item included in the basket can be clearly seen.

## AVCA Silent Auction Donation Tips

To maximize your exposure and bidding, below are a few tips and types of donations that have been popular in the past:

- **Tangible items** that a bidder can touch, feel or smell can market themselves, and are good ideas to include with gift certificates.
- **Handcrafted items** such as quilts, furniture, clocks, sculptures, pottery, statues, woodcarvings, jewelry and paintings. If you have staff members who have special artistic talents and skills – it is a great way for them to become involved as well.
- **Collector's items**, such as old sports ads, antique volleyball memorabilia that is unique or hard to find always generate competition among bidders.
- **Sports memorabilia** such as autographed items, apparel, photographs, equipment and tickets to sporting events.
- The holidays are just around the corner from the auction and items such as **jewelry, children's gifts** and **toys** are always in high demand.

- **Mini vacations** for two or more people that include hotel accommodations can acquaint people with your hotel or city, as well as generate a lot of bidder interest.

- **Themed gift baskets** can also generate a good deal of attention, while still highlighting your company.

Themes are endless, but following are some ideas to get you started:

- **Pet Basket** - pet treats, toys and collar
- **Sports Basket** - jerseys, hats, tickets
- **Gardening Basket** – flower/plant seeds, flower pots, gardening tools & gloves and watering can
- **Kitchen Basket** – utensils, spices, cookbooks, measuring cups and salt & pepper shakers
- **Summer Fun** – sunscreen, pool toys, floats, towels, hats, and sunglasses
- **Scrapbook Basket** – scrapbooking paper, scissors, stickers and stamps
- **Children’s Basket** – items such as stuffed animals, toys, t-shirts and games
- **Picnic Basket** – linens, blanket, plates, glasses, wine and corkscrew

- **Think outside your company.** Do you have a wonderful wine provider or access to a great vacation home? Every donation helps and can introduce your fellow members to new things.

- **Do not wrap gift baskets.** We find that items produce more bids if the bidder can have a clear view of everything available in a gift basket. It can make it easier for shipping if a basket is wrapped, but we may remove any wrapping for display purposes on-site.

If you have questions regarding the silent auction please contact Emily Vollmar at [emily.vollmar@avca.org](mailto:emily.vollmar@avca.org).