

# Call for Auction Items

Auction items can be anything & everything! Wine baskets, museum and city tours, complimentary dining experiences, overnight stay packages, tickets to area attractions, sporting events, and so much more! This is your chance to be creative and design an enticing auction item. The holiday auction affords you the perfect opportunity to showcase your brand, services, venue and destination! And best of all, support a very important charity and scholarship fund!

We hope you will consider taking part in this special holiday experience and look forward to seeing you on the auction floor!

Please complete this form and return to ESSAE by Friday, November 22 for inclusion in the silent auction program.

Thank You for your continued support of ESSAE!

Delivery of Donation:

\_\_\_\_\_ I will drop off my auction item to the ESSAE Office by November 22

\_\_\_\_\_ I will bring my auction item the night of the Event (Dec 12)\*

\*In order to give staff and volunteers sufficient time to set up and display all donated items properly, any items that are dropped off on December 12, **must be delivered at least one hour prior to the event start time**. Any items dropped off later run the risk of not be displayed during the event.

Name of Gift: \_\_\_\_\_ Value: \$ \_\_\_\_\_

Detailed Description of Donated Gift (**Required**):

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Limitations/Specifications (restrictions/availability/blackout dates):

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Contact Name: \_\_\_\_\_

Company: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Form should be submitted no later than  
Friday, November 22, 2019 to :**

Empire State Society of Association Executives, Inc.  
1A Pine West Plaza, Albany, NY 12205  
Tel: (518) 463-1755 | Email: amy@essae.org

Proceeds from the auction will benefit Equinox, Inc. and the Rita Lashway Scholarship Fund.

Equinox is a dynamic human services agency with deep roots in the Capital Region community. They serve adolescents and adults struggling with chemical dependency; survivors of domestic violence and their children as well as elderly victims of domestic abuse; adolescents and adults, along with their families, who are living with mental illness and at-risk and homeless young people.

With a staff of more than 200 dedicated employees, Equinox provides compassionate treatment, services, advocacy and support to more than 5,000 people each year at 10 different locations, including residential facilities, throughout Albany County.

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The Rita Lashway Scholarship Program serves to provide funding for association professionals who wish to expand their knowledge and expertise in the field of association management.

By contributing to this program, we help to ensure the continued professional growth of colleagues who represent and are dedicated to our profession.



The silent auction will be part of the annual holiday party and held Thursday, December 12, 2019 from 5:30 -8:30 PM

Each donated item will have a value displayed along with the description and restrictions.

**Questions?**

Contact ESSAE at 518-463-1755 or amy@essae.org