

Everett High School Auction



Do's & Dont's

FOR AUCTION DONATION ITEMS



Do

- **BE CREATIVE!** WHAT CAN YOU OFFER THAT PEOPLE COULDN'T OTHERWISE GET? SPECIAL SEATS AT YOUR EVENT(S) OR VIP EXPERIENCES?
- **CHECK DONATION SPREADSHEET** TO AVOID DUPLICATES AND GENERATE IDEAS
- **PUT GIFT CARDS IN A SEPARATE ENVELOPE.** THEY WON'T BE KEPT WITH YOUR BASKET
- **ENTER YOUR DONATION ONLINE,** INCLUDE A HARD COPY OF THE EMAIL RECEIPT OR PAPER FORM WITH ITEM.
- **LIST ALL ITEMS IN DESCRIPTION** SO BIDDERS KNOW WHAT THEY'RE GETTING

Don't

- **DON'T WRAP YOUR BASKET IN CELLOPHANE.** IT WILL BE REMOVED SO BIDDERS CAN SEE ITEMS BETTER
- **DON'T SUBMIT ITEMS INVOLVING STUDENT LABOR** THAT OCCURS OFF SCHOOL GROUNDS TOO MUCH LIABILITY!
- **DON'T SUBMIT MULTIPLES OF THE SAME ITEM,** IT DRIVES DOWN BID VALUE. BUT THESE CAN BE "BUY IT NOW" ITEMS FOR A FIXED PRICE.
- **DON'T SUBMIT USED ITEMS** IT IS NOT A GARAGE SALE.
- **DON'T DROP OFF BASKETS CONTAINING ALCOHOL AT SCHOOL,** EMAIL THE COMMITTEE TO MAKE OTHER ARRANGEMENTS.

SUBMIT YOUR DONATION BY MARCH 12, 2027

**The Auction Committee reserves the right to decline any item,
and decide which items will be in the live auction.**

Questions? Email everetthighauction@gmail.com