

# 2024 Member Solicitation Guidelines



## Connect with Donors

Please give a **SOT Auction Solicitation Packet** to each potential donor.

**Mention verbally that donations are tax deductible.** A copy of the IRS Determination Letter is provided in Solicitation Packet. (SOT EIN is 20-8107750)

**Point out our website on brochure:**  
<http://www.supportourtroopstexas.com> so potential donors can learn more about us.

**Acknowledgement** will be listed **on our website with a link to the business** (if applicable) which will remain for a year until the next silent auction takes place.

**Acknowledgement** of donation will be clearly displayed **at the auction.**

## Important Info for YOU

**Collection Goal Date: October 15**  
Processing/organization needs a few weeks!

**Required:** 1 Donation Form per item!

**ALL Donor Info on that form is necessary!**



How to submit form the form?  
**Instruction are on the form.**

**Storage Dilemma:** We don't have any! Please hang on to the donations you solicit until Set Up Day. (Nov 10) If for some reason you can't, call Margaret: 601.940.3725.

## Guidelines for Items

**New Items or Gift Cards only!** (High-dollar, valuable, used items considered.) **No garage sale items.**

**Please do not accept items that require the auction winner to have to spend more money** after they have made the highest bid (example: a gift certificate for \$25 which is only good if you buy \$100 worth of products or services).

**Time Limits:** Let donors know that the auction is held on November 11 so that if there are any time limits to utilize a donated item (such as a gift certificate) February 2025 should be the earliest expiration date.

## Who Can Attend?

**EVERYONE** can attend the Auction, the Concerts and the Ceremony!

Invite non-Robson friends and family!

**Use Social Media!** Facebook! Nextdoor! Instagram! Twitter! Wherever you have local friends!

**tip** "I don't like silent auctions." Inviting them to the concert will get them in the door!

*Be sure to invite the Donors!*