



UIL's 2026 Benefit Gala

PROCUREMENT IDEAS & GUIDELINES

THANK YOU for helping build our Silent and Live Auctions!

START WITH AN EXPERIENCE

Think about what you enjoy doing, what you know how to do, or what kind of gathering you would love to host.

- ◆ Host a dinner in your home
- ◆ Offer a painting or art class
- ◆ Teach a skill or hobby you enjoy
- ◆ Host a movie night
- ◆ Host a game night or other small gathering
- ◆ Share a special talent, interest, or experience with a group

Experiences can be simple or elaborate. The list is endless.

BENEFITS OF DONATING

We will display business cards and/or brochures provided by business donors with donated items when appropriate. Donor names and business information will also be listed in the auction catalog.

SECURING DONATIONS

Whom to Approach Feel free to approach anyone and everyone you know. People familiar with Unity in Lynnwood are excellent candidates, and many others may also be happy to support the event. If you have a great auction idea, make a few calls and start conversations!

What to Do When someone agrees to donate an item, service, or experience, complete one donation form for each donation so we can properly credit the donor and describe the offering accurately.

- 1. How it will be received.** For physical items, indicate whether the item will be delivered or mailed. If mailed, use the church address listed on the donation form and include the completed donor copy with the item.
- 2. Donor information.** Include the donor name, mailing address and ZIP code, phone number, and email address.
- 3. Description and restrictions.** Provide a clear, appealing description. For experiences and services, include scheduling or redemption details, expiration dates, number of guests, location, and any restrictions.
- 4. Estimated value.** Provide the best estimated fair market value available.
- 5. Anonymous donors.** If a donor wishes to be anonymous in the auction catalog, write "anonymous" on the form, but still provide a contact name and information so we can thank them or follow up with questions.
- 6. Donor receipt.** Upon delivery or receipt, provide the donor copy of the donation form for their records.
- 7. Say thank you.** We encourage you to send a personal thank-you note acknowledging the donation.

ITEMS TO PROCURE OR OFFER

If it is something you would enjoy, chances are good someone else will too. We welcome donations in many price ranges and encourage creativity.

- **Experiences & Hosted Gatherings:** Some of the most fun auction offerings are not things at all. They are experiences created and hosted by members of our own community. Think dinner, movie night, painting class, game night, or something uniquely you. You do not have to own a business or be a professional.

- **Gift certificates from local businesses:** Restaurants, hotels, shops, florists, salons, spas, fitness studios, and more.
- **Tickets to local activities:** Sporting events, cruises, museums, theaters, concerts, and entertainment.
- **Travel & getaways:** Airline tickets, vacation packages, weekend stays, and bed-and-breakfast experiences.

ITEMS TO PROCURE OR OFFER (CONTINUED)

- **Professional services:** Consulting, design, organizing, landscaping, massage, handyman services, lessons, and other professional expertise.
- **Jewelry:** Handmade pieces from artists, new jewelry from retailers, or like-new pieces with broad appeal.
- **Themed or gourmet gift baskets:** Food, pets, movies, chocolate, self-care, gardening, holidays, new baby, and other creative themes.
- **Handmade items:** Quilts, knitted scarves, pillows, pottery, woodworking, and other new handcrafted pieces.
- **Specialty beverages:** Unique wines, sparkling wines, champagne, and craft beer.
- **Small electronics & tech:** New items, or certified refurbished items when appropriate.
- **Art:** Glass, sculpture, and other pieces with broad appeal. Please check with us before procuring paintings or prints.

BEFORE YOU PROCURE: A FEW IMPORTANT GUIDELINES

Auction-ready condition: Donations should arrive ready to present and sell. UIL staff and leaders can assist with final presentation, but cannot create or complete donated items. Donor expenses related to a donation are not reimbursable.

Estimated value: We happily accept donations in many price ranges. As a general guideline, donations should have an estimated value of at least \$25. There is no maximum.

Geographical location: Unless the donation is specifically a getaway, please limit donated services and gift certificates to the greater Snohomish County and greater Seattle areas.

ITEMS WE ARE NOT SEEKING FOR THE GALA AUCTION

To help us build an auction that appeals to a wide range of guests, please do not procure the following unless you check with us first:

- **Used items:** Auction items should generally be new. Rare exceptions may be considered for particularly valuable or broadly appealing items. Used items may be donated to UIL's eBay initiative throughout the year by contacting Administration@UnityInLynnwood.org.
- **Specialized collectibles:** Coins, dolls, antiques, niche collectibles, and similar items often perform better through eBay or a collector-specific marketplace.
- **Clothing, shoes & personal-size items:** These have historically not performed well in a benefit auction setting.
- **Paintings & prints:** We can accept only a limited number, so please check with us before procuring these.

Have something unusual in mind? If you are not sure whether an item, service, or experience would be a good fit, please ask before securing the donation.

A NOTE ABOUT DONATED ITEMS

Each year, a small number of donations may not be the right fit for the event. In rare cases, Unity in Lynnwood may exclude an item from the 2026 gala auction or reserve it for a future event. Donated items cannot be returned to the donor.

Questions? Gala@UnityInLynnwood.org • (425) 741-7172

Thank you again for helping make this event possible!

Rev. Angie Keyes • Senior Minister