



Fall 2022

Dear Friend of Kennedy Krieger Institute,

Looking for a way to kick off the holiday season? We'd love to celebrate with you this year at Festival of Trees!

I am writing on behalf of Kennedy Krieger Institute, a Baltimore non-profit and world-renowned hospital, school, and clinical program dedicated to transforming the lives of children with disabilities – from the rarest of genetic disorders to the most common learning problem. Several special events are held each year to raise both money and awareness of the Institute, the largest event being **Festival of Trees**. Festival is held annually during the three days after Thanksgiving and is the largest holiday event of its kind on the East Coast. **We are very excited as we welcome everyone back in person to the Maryland State Fairgrounds to celebrate our 33<sup>rd</sup> annual event on November 25-27, 2022.**

**One of the most popular attractions at Festival of Trees has always been the onsite Silent Auction. In 2020 & 2021, we pivoted to an online auction and it was a major hit. We featured fabulous getaways, outdoorsy events for families and friends, restaurants, breweries, wineries, baseball, football, golfing outings, hot air balloon rides, and more. We are currently searching for unique and popular items to feature in our online/onsite auction for 2022. Would you be willing to support our mission to help children with disabilities by donating an item or gift certificate?**

We are aware that these past couple of years have been difficult for many industries, but are hoping that you will see this opportunity to partner together as a mutually beneficial experience for both of us. **This year's auction format creates a special opportunity for donors like you, to not only reach thousands of loyal Festival of Trees families and attendees, but also broaden the exposure of your brand to families both locally and nationally.**

Today, the needs of our patients and families are greater than ever. After two long and challenging years of pandemic complications, our incredible patients and students, their families, and the disability community we serve are in serious need of support and relief.

I have enclosed a donation form that I ask you to complete and send back to me via email or mail. **All donations must be received no later than Friday, October 21, 2022**. (Otherwise, we may need to utilize them for other Institute fundraising events.) Thank you for your kind consideration of our request. Please do not hesitate to contact me by email at [FestivalOfTrees@KennedyKrieger.org](mailto:FestivalOfTrees@KennedyKrieger.org).

Sincerely,

Michele Mueller  
Director of Special Events

Federal Tax ID# 52-1734695



*If Santa had a theme park, this would be it!*

## Silent Auction Donation Form

### Donor Information (Please print)

Donated By (As it should appear on signage): \_\_\_\_\_

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

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

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

### Description of Item

Item/Services: \_\_\_\_\_

Suggested/Retail Value: \_\_\_\_\_ (Required for IRS purposes)      Expiration Date: \_\_\_\_\_

Detailed Description (including Restrictions): \_\_\_\_\_

Terms of Delivery:     Item is Included     Donor will Deliver     Committee to Pick Up

*It is the responsibility of the **donor** to establish the value of gifts-in-kind for charitable tax deduction reasons.*

*This donation becomes the property of **Kennedy Krieger Institute** and is to be offered for sale at an auction – the proceeds of which benefit **Kennedy Krieger Institute**.*

Donor's Name (Printed): \_\_\_\_\_

Donor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

- I am interested in receiving information regarding designing/decorating a 7 1/2 foot tree, 2 foot tree, wreath, or gingerbread house for Kennedy Krieger Institute's Festival of Trees*
- We are unable to donate an item for the auction this year, but would like to make a contribution to Kennedy Krieger Institute's Festival of Trees in the amount of \$\_\_\_\_\_*