



Saturday, November 5th



SUNTREE ELEMENTARY PTO Fall Festival

2011 FALL FESTIVAL IMPORTANT INFO & DATES

Dear Parents/Guardians: **This will be the only packet that you will receive for Fall Festival.** In it, you will find lots of information about tickets, items needed, volunteer info., etc. Please save this packet as we will not be able to provide a duplicate in the event that it is lost. If you lose your packet, you can find the information on Suntree Elementary's website, under the Fall Festival link. Thank you and we look forward to seeing you at the festival! Sincerely, Your PTO Board and Festival Chairs

SILENT AUCTION: Each teacher's class at Suntree is being asked to donate at least one or one service for the Silent Auction, which will take place in our cafeteria during the Fall Festival. 90% of the total funds generated from the Silent Auction will be divided equally among all teachers, to be used for classroom needs. We want to encourage Suntree parents to ask local businesses for donations, as opposed to purchasing items that may or may not get face value in the auction. We try every year to get better about not asking one local business several times for donations to the same school. In an attempt to avoid that, we are asking that you and your parents forward all business contacts to suntreepto@rocketmail.com, and we will check to see that the business has not been asked already, then send you a letter that you can present to that business with all of the details they will need. You can still use your contacts to ask the business yourself, but this will (help) to assure that we are not asking more than once. Silent Auction items will be collected **Mon. Oct. 25th**.

DISCOUNTED TICKETS & WRISTBANDS: Tickets are used throughout the festival for many things from games and activities to food and treats. They are available by pre-sale at a discounted rate when using the attached order form. Send it in by Tues. Nov. 1 to receive 5 tickets for \$1. You can also preorder wristbands for \$12 pre-sale, which includes unlimited access to all bounce houses, Angry Birds game, hamster balls and laser tag. You must also sign and return a separate waiver for each child – use the one that's attached, or print one out from the PTO web page, **due Tues. Nov. 1st**.

VOLUNTEERS: Volunteers are what make this event a success. We need volunteers in the morning of Fri. Nov. 5th for setup, and especially on Saturday from 12:30pm to 4pm. Moms, dads, teens and grandparents make great volunteers! Please return your volunteer form to your room parent or the front office by **Tues. Nov. 1st**.

SPONSORS: More than 2,500 people come to the Fall Festival each year. Sponsorships are available from \$50 up to \$1000. Families or companies can sponsor an area of their choice. Forms due by **Tues. Nov. 1**.

BAKE SALE: Please consider donating a baked good (homemade or purchased) for the Bake Sale or Cake Walk. Fresh items will be accepted throughout the day on **Fri. Nov. 4th** in the main office. Note: All donations should be given in/on a container/plate which need not be returned to you.

BOOK SALE: Please take a moment to go through your books and consider donating any and all that you or your child(ren) have either outgrown or simply no longer read. Book donations will be collected **from now until Fri. Nov. 4th** in the media center.

HALLOWEEN CANDY: Send in your extra wrapped Halloween candy to be used as prizes in the carnival games area. It will be collected in the main office during the week of **Tues. Nov. 1st** through **Fri. Nov. 4th**.

PRINT DUPLICATE FORMS AT:

<http://www.suntree.brevard.k12.fl.us/News/FallFest/FallFestival.html>