



## **Benefit Auction**

**Friends of Rawson Memorial Library**

**Monday, September 29, 2025**

FOL is hosting an online benefit auction Monday, September 29, 2025 with Albrecht Auction Service in Vassar.

The Friends are asked to donate items for this auction and to reach out to the community and businesses for donations.

For the buyer - there will be **NO** buyer's premium, sales tax or listing fees.

Albrecht Auction will charge a 10% commission on the sale of the items.

The Friends will be responsible for collecting payments from the buyers when they come to pick the items up.

Space at the library is limited and larger items will need to be kept offsite at your location.

### **Donation dropoff August 4 – 29:**

**Small items** Anything that is easily carried (gift basket, gift certificate, etc). Drop off at the library.

**Large items will need to be kept at your location.** Your name and phone number will be listed on auction site with the item description. You will make arrangements with buyer for pickup at your location and collect payment for the item(s). You will need to supply photos of item(s).

### **Donation information to include if applies to your item(s) or use form:**

- Brief description
- Measurements: W x D x H
- Condition: New etc.
- Donated By (optional): If you want to be acknowledged for the item on the auction description.
- Reserve: Available for high value items only (trips, cars, expensive jewelry etc).

## **Volunteers needed for setup, preview, and pickup.**

Setup: Friday, September 26 10:00 a.m. - noon

Volunteers bring items out of storage and display for bidders to preview.

Preview: Friday, September 26 2:00 p.m. – 6:00 p.m.

Saturday, September 27 9:00 a.m. – 2:00 p.m.

? Monday 9/29

Volunteers are present while bidders browse auction items. Gift cards etc kept with volunteers.

Auction Bidding *opens* on Thursday, September 25

Bidding *closes* at 5:30 p.m. on Monday, September 29

Pickup: Tuesday, September 30 9:00 a.m. – 5:00 p.m.

? Thursday, October 2 9:00 a.m. – 5:00 p.m.

Volunteers take payment and gather auction items for buyers.

- The Friends of the Library will be collecting payment for all items sold.
- Payment accepted at time of pickup: Check or Cash.
- Check payable to: Friends of Rawson Library

## Attachments:

Forms for donations.

Letter for donation requests.

Instructions to register for bidding number with Albrecht Auction.