

HOW DO I PROCURE?

Our first procurement contest starts next week and we want to get everyone involved. Following is a short overview of how to procure to get you started.

Where do I start?

1. Start with **YOU**. What can you personally do or offer? Are you a seamstress? Chef? Handy Person? Painter? Tutor? Do you have a boat? Season Tickets? Vacation Home? Home business?
2. Go to **FAMILY**. Do any of your relatives have special items, vacation homes, talents or contacts they would share with you?
3. Go to **FRIENDS, NEIGHBORS, and ACQUAINTANCES**. Friends can be great resources ~ someone you know might be able to get a special or hard to find service, certificate or experience donated. Winery contact? Balloon ride?
4. Talk to **MERCHANTS**, especially ones you frequent. It can be intimidating at first but most businesses have a budget for donating to the community. Businesses are very generous, supportive of their community and education. This is also a form of advertising used by many businesses. Be sure to let them know about **sponsorships and advertising**. The form is on the website. Or you can send the contact information to marlam@scsna.org and we will follow up with them.
5. **EMAIL!** This is a fast and easy way to ask for goods or services. Almost every business, hotel, resort, restaurant, merchant has a website. The procurement form and letter are on the SCSNA website for your use.
6. **COLD CALLS**. If there is something out there you would like to see at the auction and you do not have connections to that item, pick up the phone or visit the business. You will be surprised at the number of times you hear “yes” if you only ask.

Note: Keep procurement forms with you at all times and be sure to tell people the name of the school and talk about how much your kids love SCSNA.

Remember, the answer is always NO unless you ask!