

# SERVICE AUCTION FAQ



## WHAT IS THE SERVICE AUCTION EVENT (SAE)?

Service Auction is an annual event made up of a live auction, silent auction and signups. SAE is, after the pledges, the largest fundraising opportunity for Northwoods Unitarian Universalist Church. But just as importantly, it is a FUN-raiser, helping to bring Northwoods people together all year long. When you sign up for dinners, parties, classes, hikes, or contests, you get to know others in small groups and informal settings. SAEs are part of the SECRET SAUCE of friendships at Northwoods!

## WHO IS INVITED TO SERVICE AUCTION?

Everyone is invited! And childcare is provided (just tell us how many children you'll need care for).

## WHO DONATES THE ITEMS IN SERVICE AUCTION?

Most items/signups sold at SAE are donated by Northwoods members and friends although in recent years local businesses have contributed more and more.

## WHAT ITEMS ARE SOLD IN SERVICE AUCTION?

The items sold in SAE generally fall into 3 categories, with the emphasis on SERVICE.

- a. **SIGN-UPS** – Sign-ups are events hosted by Northwoods folks, sold at a set price per attendee. These events may be parties, classes, contests or services. See question #16 for further information.
- b. **LIVE AUCTION** – Items are sold to the highest bidder in the live auction, held throughout the evening. Items may range from use of a vacation home to a basket of musical instruments.
- c. **SILENT AUCTION** – Donated goods, gift cards or services may be sold by silent auction rather than live auction at the discretion of the Service Auction Committee. Any such items will be listed in the catalog sent out a week before the Service Auction.

## WHAT IF I DON'T PLAN TO BUY ANYTHING AT SERVICE AUCTION?

You are encouraged to attend even if you don't plan on buying anything. There is dinner (potluck style at each table coordinated by the table leader), fun with friends, and entertainment (it's always entertaining to observe Northwoods folks in costumes)! And volunteers at the event are always needed.

## WHAT IS THE SCHEDULE FOR SERVICE AUCTION?

For 2025, Service Auction is the evening of Saturday, November 1st. A detailed schedule will be announced and posted as the Event gets closer in the Beacon Bits and this website.

## OTHER IMPORTANT DATES:

Sunday, September 21 Service Auction Information Table & Chili Cookoff /Kids Bake Off -Kick Off Event

## **DO I NEED A TICKET TO ATTEND SERVICE AUCTION?**

YES – You need to preregister on Auctria and pay a nominal \$7 ticket price to claim a spot at a table. Attendance is limited by the number of spaces available and we always sell out.

## **WHAT SHALL I WEAR TO SERVICE AUCTION?**

There is no dress code. Some people choose to dress in costume matching the theme. Some just dress casually. Some dress to the nines! Do what makes you feel most comfortable.

## **WHAT SHOULD I BRING TO SERVICE AUCTION?**

- a. A dish to share - this will be coordinated through your table leader. (Side note: reach out to the table coordinator, this year it is Hillary Valor, if you want to sit with certain people)
- b. Beverages, if you want something other than water.
- c. A sense of fun. This is the most fun you will have giving!
- d. A form of payment – cash, check, credit card. Payment is due at the end of the night.

## **IS ALCOHOL SERVED?**

Alcohol is BYOB. You are welcome to bring your own, but alcohol is not served by the Service Auction Committee. Please drink responsibly. Per church policy, no one under the age of 21 may consume alcohol on church property. And all persons bringing alcohol to the Church are responsible for supervising it at all times. Unattended alcohol will be disposed of, with containers recycled appropriately.

## **WHAT IF I CAN'T ATTEND BUT WANT TO BUY SOMETHING?**

- a. You can attend the event via zoom.
- b. view the silent auction items and sign-ups and purchase them through Auctria

## **WHEN DO I HAVE TO PAY FOR THE THINGS I BUY?**

Payment is due at the close of Service Auction. There will be cashiers available, and we accept cash, checks, Master Card and Visa. - (please note that if you pay by credit card we ask that you cover the credit card fee)

## **HOW DO I CHECK OUT AND PAY?**

At the end of the evening, total your purchases and see the cashiers. They will verify the totals and take your payment. We accept cash, checks, MasterCard, and Visa. You can also pay for your signups and silent auction totals through Auctria. (Please note if you pay by credit card we ask that you cover the credit card fee)

## **WHAT SHOULD I DONATE?**

Below are some examples of item donations. We prefer new or like new items. Gift Cards, Bottled Spirits, Paintings, Sports Tickets, Game Sets, Concert Tickets, Weeks at Camp, Fishing Trips, Memorabilia, Sculptures & Art, ect...

See below for Sign-up suggestions and ideas. Hosting an event is a great way to make a donation!

The Service Auction Committee is glad to help with ideas. You can see us in person at the service auction information table before and after service starting September 21, 2025. you can also email us at : [serviceauction@northwoodsuu.org](mailto:serviceauction@northwoodsuu.org).

## IS MY DONATION TOO SMALL?

Tell us about it, and we can do something with it. A batch of cookies, a bottle of wine, a \$10 gift card—practically anything can be combined with other donations to make great gift baskets or auction items.

## WHAT ARE SIGN-UPS?

Sign-ups are events – parties, classes, dinners, crafts, hobbies, lessons, ect – that are hosted by Northwoods members/friends/groups at their expense. The sign-ups are generally sold at a fixed price per attendee. Northwoods receives all of the proceeds from the sales. For example: Bill's hobby is geocaching so he offers a 3-hour class on geocaching for 10 people. Bill organizes the event and buys any snacks, etc. Ten people sign up for Bill's class at \$10 each. Northwoods makes \$100, and Bill pays for the snacks and other costs, if any. Anyone may host an event with virtually any theme. Past offerings have included wine tastings, nature walks, murder mystery dinners, scrabble tournaments, cooking classes, art tours and beer making – just to name a few.

Events may be intended for adults, families or children, or a mixture of all three! Offered events will be listed in the service auction catalog. At a specified time bidding will be open in Auctria and you will be able to purchase any spots. Many events fill up quickly. NOTE: Events sold as sign-ups are not considered Northwoods events, but private parties of the host. Hosts are encouraged to set a date for their events when making donations. They will make every effort to host events as described. However, life changes, and occasionally our plans do as well. Neither Northwoods nor the host is responsible for refunding your contribution to Northwoods.

## HOW DO I MAKE A DONATION?

Donations of goods or sign-ups may be made by filling out a contract, either in hard copy or electronically. Here's a link: ([Contract form coming soon](#)). Please use a separate contract for each donation. We use the word "contract" to emphasize that you are making a commitment to host a specific event; please remember that it is your responsibility as a donor to see that the contract is fulfilled. Please complete the contract blanks fully. And be creative with your descriptions – you are selling your service or event. You can also contact our team to make a donation. [serviceauction@northwoodsuu.org](mailto:serviceauction@northwoodsuu.org)

## HOW DO I FILL OUT A CONTRACT?

You can talk to us at the Service Auction table before and after Service Starting September 21<sup>st</sup> . You can also fill out the following form. ([Contract form coming soon](#)). (It's really easy and takes about 1 minute to fill out – much easier than writing by hand!!!) You may enter your contract electronically or print it out and email the PDF to us [serviceauction@northwoodsuu.org](mailto:serviceauction@northwoodsuu.org). We prefer you enter your contract via the electronic form that is coming soon.

Please be sure to include any restrictions you might have on your donation, for example:

- a. Supply issues (participants must bring own paint and canvas)
- b. Date for your event – check out the Service Auction calendar. ***Come see us at the Service Auction information table to get the link for the calendar.***

## WHY DO YOU WANT ME TO SET A DATE FOR MY EVENT?

Experience! If you choose not to set a date two things usually happen. First, people are more reluctant to sign

up for your event. Second, finding a date when all of the people (or even most) who signed up are available becomes difficult. Setting a date up front eliminates a lot of frustration. ***Come see us at the Service Auction table to get the link for the calendar.***

## **CAN I HAVE AN EVENT ON THE SAME DAY AS ANOTHER EVENT?**

There is no rule against it. With 50+ events to schedule and an already busy church calendar, there will be conflicts. HOWEVER, please take into consideration the type and size of event you are hosting in comparison to potential conflicts. The Service Auction Committee maintains a calendar of Service Auction events and will be happy to help. ***Come see us at the Service Auction information table to get the link for the calendar.***

## **I AM WILLING TO HOST AN EVENT BUT I DON'T HAVE ROOM AT MY HOME. WHAT CAN I DO?**

The church building is available at no charge for Service Auction events. However, be sure to check with the Church office to confirm availability of the space.

## **HOW WILL I KNOW WHO SIGNED UP FOR MY PARTY OR BOUGHT MY SERVICE?**

Within two weeks after Service Auction, you should receive an email providing you with the contact information for all buyers. Please retain this information. If you do not receive your email, please contact the Service Auction Committee at [serviceauction@northwoodsuu.org](mailto:serviceauction@northwoodsuu.org) for another copy.

## **WHO MOVED MY CHEESE?**

The Service Auction Committee reserves the right to assign an item to an auction category (live/raffle) or to combine donations as we need to best service the church. We will contact you if we have questions.

## **WHAT HAPPENS IF I SIGN UP AND CAN'T ATTEND AN EVENT?**

If you are unable to attend an event, you may offer (or sell) your place to another person. However, please inform the host if you do so. (There are no refunds for unattended events.)

## **CAN I VOLUNTEER?**

Always. We have jobs, big and small. Just contact us at [nuucserviceauction@gmail.com](mailto:nuucserviceauction@gmail.com).

## **DOES SERVICE AUCTION USE SOCIAL MEDIA FOR COMMUNICATION?**

YES, the donation contract and calendar are available online at the following sites:

- a. CONTRACT: [\(Coming Soon\)](#)
- b. CALENDAR: Link to come – come see us at the Service Auction information table!
- c. keep up to date with Service Auction announcements and news in the Beacon Bits and on this website, we also have a discord channel and post to the Northwoods Facebook Group.

After Service Auction sign-ups with open spaces are announced weekly in the beacon bits throughout the year.

## **MORE QUESTIONS?**

Contact us at [serviceauction@northwoodsuu.org](mailto:serviceauction@northwoodsuu.org).