

Donor Form



Please fill out this form as completely as possible. The information will be used to bring in higher bids on your donation and give more exposure to your product.

DONATION ITEM (As it will appear in the program): _____

COMPLETE DESCRIPTION: (Include any information to **promote your donation**; please supply information regarding color, size, rarity, dates, unusual aspects, interesting facts, type of service, etc.)

Please supply promotional material for display and description. (These items will not be returned unless requested prior to the event.)

LIMITATION IN THE USE OF THE ITEM: (Number of persons, time of year, excluded dates, geographic limitations, insurance required, expiration date, etc.) _____

VALUE OF THE ITEM: (Dollar amount needed for tax purposes) \$ _____

Is this a tangible item that will be present at the auction? Yes No

If no, will you provide a certificate or shall we make one for you? _____

DELIVERY DATES (it is important that you **provide at least one** of the following):

Item _____ Certificate _____ Promotional Materials _____

DONOR'S NAME (As it will appear in the program): _____

COMPANY: _____ **CONTACT NAME:** _____

PHONE: () _____ **FAX:** () _____ **E-MAIL:** _____

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

NAME OF YOUR CONTACT: _____

OTHER COMMENTS: _____

DONOR SIGNATURE: _____ **DATE:** _____