

DONATION INTAKE FORM

Your Logo Here

Donations may deductible – Tax ID #: _____

Event Information: _____ Gala Dinner & Auction Other _____

Donor Information:

Donor name: _____

PLEASE PRINT
Donated by Individual Business Do you wish your donation to remain anonymous? Yes No
Parent Alumni Vendor Friend

Address: _____

Street Suite or Apt. Number _____

City State Zip _____

Contact Person: _____

Name Best Phone E-Mail _____

Donation Solicitor: _____

Name Best Phone E-Mail _____

Cash and/or Item-Service Information:

Cash Amount \$ _____ Check Amount \$ _____ Check # _____ Date _____

Item title (for promotion and catalogue listing): _____

Fair Market Value* \$ _____ * this information required by Federal Law ** Donor must fill in "FMV" as we cannot represent value

Description of Item (colorful / appealing details): _____

Limitations (number of persons, time of year, excluded dated, is display part of item donation, etc.) _____

Is a Gift Certificate: Required? Attached? Organization needs to create one?

Donation given to solicitor at this time - Stored at _____

Donation will be delivered by _____ When? _____

Donation will be picked up by _____ When? _____

www.BenefitAuctioneer.us

580.370.0711

"Don't Gamble on Your Fundraising" Fundraising@TonyWisely.com

