

2018 Spring Gala & Silent Auction

Saturday, May 5, 2018

SILENT AUCTION DONATION FORM (PAGE 1 OF 2)

DONOR (Name of individual or merchant, as it should appear on all materials)

DONOR CONTACT INFORMATION

ADDRESS

CITY

 STATE

 ZIP

CONTACT NAME (If different from Donor Name)

PHONE

 EMAIL

ITEM DESCRIPTION

Please be as specific as possible. Include photos if possible, and dimensions if applicable. All auction certificates are valid for 1 year from Gala date of May 5, 2018.

ESTIMATED VALUE (Must be a monetary value): \$

PLEASE TURN OVER TO CONTINUE →

Please submit all Donation Forms by **Wednesday, April 25** to ensure items are included in the auction

Use this form to describe an Auction donation, or to indicate your desire to make an underwriting gift to support the event

SUBMIT ELECTRONICALLY

This is a fillable pdf. Email your completed form to Barbara Becker at bejbecker@gmail.com

SUBMIT IN-PERSON

Hand deliver or mail forms, gift certificates and photo prints to:

Grace Church Brooklyn Heights,
254 Hicks Street, Brooklyn, NY 11201

Attn: Barbara Becker or Cordelia Batchelor – 2018 Silent Auction

718-624-1850

Donations are tax deductible to the extent permitted by law. Grace Church Brooklyn Heights is a federally recognized not-for-profit organization.

GRACEBROOKLYN.ORG

THANK YOU FOR YOUR DONATIONS!

2018 Spring Gala & Silent Auction

Saturday, May 5, 2018

SILENT AUCTION DONATION FORM (PAGE 2 OF 2)

REQUESTER (If different from Donor)

PHONE _____ OR EMAIL _____

ITEM DELIVERY

- DONOR WILL DELIVER
(Call Church office at 718-624-1850; must deliver by Tuesday, May 1)
- DONOR WILL MAIL
(Must be received by Tuesday, May 1)

GIFT CERTIFICATES (also necessary for service-oriented donations)

- CERTIFICATE IS ATTACHED
- CERTIFICATE WILL BE PROVIDED
(Must be received at the Church Office by Tuesday, May 1)
- GRACE CHURCH SHOULD MAKE THE CERTIFICATE

PHOTOS (If item cannot be present at Silent Auction)

- DIGITAL PHOTO/S WILL BE PROVIDED
(Email to bejbecker@gmail.com by Tuesday, May 1)
- PRINT/S ATTACHED
- PRINT/S WILL BE PROVIDED TO THE CHURCH OFFICE
(Must be received by Tuesday, May 1)
- UNAVAILABLE/NOT APPLICABLE

UNDERWRITING GIFTS

I would like to make an underwriting gift to support the Gala. We will contact you about the most convenient way to make your underwriting gift

LIVE MUSIC \$ _____ FLOWERS \$ _____

CHAMPAGNE \$ _____ DESSERT \$ _____

Please submit all Donation Forms by **Wednesday, April 25** to ensure items are included in the auction

Use this form to describe an Auction donation, or to indicate your desire to make an underwriting gift to support the event

SUBMIT ELECTRONICALLY

This is a fillable pdf. Email your completed form to Barbara Becker at bejbecker@gmail.com

SUBMIT IN-PERSON

Hand deliver or mail forms, gift certificates and photo prints to:

Grace Church Brooklyn Heights,
254 Hicks Street, Brooklyn, NY 11201

Attn: Barbara Becker or Cordelia Batchelor – 2018 Silent Auction

718-624-1850

Donations are tax deductible to the extent permitted by law. Grace Church Brooklyn Heights is a federally recognized not-for-profit organization.

GRACEBROOKLYN.ORG

THANK YOU FOR YOUR DONATIONS!