

DONATION FORM

YES! I want to support the
St. Louis Catholic School Auction
February 3rd, 2018



To complete this form online, go to: www.tinyurl.com/stlouisauction2018

Donor/Company Name (Please print as you would like it to appear in catalog):

_____ Check to remain anonymous ☐

Point of Contact & Title: _____

Address: _____

Email: _____ Daytime Phone: _____ Evening Phone: _____

Website: _____

I would like to donate an item or service: Please provide a DETAILED description of your item for display and program purposes. As applicable, include size, color, quantity, brand name, model numbers, how many people, how long, location, dates of availability, etc.

Description: _____

Estimated Retail Value: \$ _____ **Special Restrictions:** _____

Delivery arrangements: (Please check one)

- ☐ Item is enclosed or attached ☐ Donor will personally deliver item to St. Louis School by 1/4
☐ Auction volunteers must arrange for delivery ☐ Donor will mail item or gift certificate to address below by 1/4
☐ Certificate needed (Auction volunteers will produce) ☐ Other _____

All donors and items/services will be listed in the printed and online catalogs, as well as the auction display itself. We reserve the right to use the donated item in the manner we deem most appropriate. Thank you for your understanding. If your donation is not a physical item, please provide promotional materials, including a description, brochure, and/or photos for display.

I would like to make a financial contribution:

Amount: \$ _____ Check number _____ is enclosed and payable to **St. Louis PTO.**

Please return this form by December 15th, 2017 to:

St. Louis School PTO Auction ■ c/o Emily Chuma ■ 4312 Southwood Drive ■ Alexandria, VA 22309

Or send through St. Louis School Kidmail, Attention: Emily Chuma to Room 1-11

Questions may be directed to: Emily Chuma, (703) 360-2149 or Emily.chuma@gmail.com

*Thank you in advance for your generous support! * Donations are tax deductible to the extent provided by law
St. Louis Catholic School is a 501(c)(3) nonprofit organization * Tax ID# 54-0616851*