

Los Angeles Chapter of ABOTA

2022 Silent Auction Donation Form for 12.14.22

Please use one form per item

Office Use only:

Item number: _____

CONTACT INFORMATION (Please print or type)

Donor Name: _____

Contact Name (If donor is a company): _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____

E-mail: _____

DONATED ITEM or CASH DONATION (checks made out to LA-ABOTA, Please print or type)

Name of Item Donated: _____

Cost or Value: _____

Description of Item: _____

SERVICE OR GIFT CERTIFICATE INFORMATION REQUIREMENTS

If you are donating a gift certificate for a service, please include the following information in the certificate or letter.

- Name of product or service
- Description of what is included and what is excluded
- Name of person to contact for further information
- Name, address and full contact information for you or your company
- Instructions on how to redeem item
- Include any additional information such as a photo or description brochure as appropriate
- Date of expiration

Please give contact information and/or details for auction item retrieval:

Please email or fax completed form to Trish Slattery - trish@caladmanagement.com