



Procurement Form
St. Brendan Parish School Auction

10049 NE 195th, Bothell, WA 98011
Phone 425.483.8300 Fax 425.483.2839
Tax ID# 91-0605463

For Office Use Only
Item #
Catalog #
To Be Packaged <input type="checkbox"/>



Please mail or deliver items to St. Brendan by _____.

Thank you for your generous support!

Please fill out this form as completely as possible. For questions, please contact us at procurement@saintbrendan.org.

1	Donor or Company Name:			<input type="checkbox"/> School Family <input type="checkbox"/> Grandparent <input type="checkbox"/> Staff/Teacher <input type="checkbox"/> Business <input type="checkbox"/> Friend
	Contact Person:			
	Address:			
	Phone:	Fax:	e-mail:	

- ☐ I/We would like to attend the event, please send an invitation.
- ☐ My Company or I wish to donate cash to help underwrite auction expenses (tax deductible)
- Via credit card, please donate on line at www.saintbrendan.org/auction
 - Check is enclosed in the amount of \$ _____
- ☐ My Company or I would like to donate the following item

2	Donated Item (please use a separate form for each item):		Value of Donation \$	
	Detailed Description (include quantity, size, color, brand, etc)		Donation:	
			<input type="checkbox"/> Is attached	
			<input type="checkbox"/> Can be picked up on: _____	
			<input type="checkbox"/> I will deliver on: _____	
	Restrictions/Limitations (black out days/dates, delivery areas, locations, pets etc)		Expiration Date (if any)	
3	Signature of Donor:	Date:	Procurers Name	Telephone #
4		Please complete the section below if your donation is intangible (unless separate gift card, passes, or certificate is attached)		

AUCTION GIFT CERTIFICATE

The following is donated to St. Brendan Parish School auction:

Item: _____ Value: \$ _____

Restrictions: _____ Certificate Expires: () One Year from Auction Date or ____/____/____

Contact: _____ Phone: _____

Business Address: _____

Authorized by (Name): _____ Title: _____ Date: _____