



# St. Margaret's Day School 2019 AUCTION DONATION FORM

*Please complete and return by February 8th*

### Donor Information:

<b>BUSINESS/DONOR NAME – FOR CATALOG:</b> <i>(As it should appear in catalog)</i>			
<b>DONOR CONTACT NAME:</b>		<b>DONOR ADDRESS:</b>	
<b>PHONE</b>	<b>CITY:</b>	<b>STATE:</b>	<b>ZIP:</b>
<b>EMAIL:</b> <i>(This is how we will send you your receipt. Please Print Clearly)</i>			

### Item Information:

<b>ITEM:</b>	<b>ESTIMATED DOLLAR VALUE:</b>						
<b>ITEM DESCRIPTION – INCLUDE QUANTITY, SIZE, COLOR, NUMBER OF PERSONS, DAYS/NIGHTS AND <u>ALL RESTRICTIONS</u>:</b>							
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;"><b>MARK APPROPRIATE BOX:</b></td> <td style="width: 40%;"><b>SIGNATURE</b></td> <td style="width: 20%;"><b>DATE:</b></td> </tr> <tr> <td> <input type="checkbox"/> Delivery of item by Donor      <input type="checkbox"/> Donor provides Certificate  <input type="checkbox"/> Item needs to be picked up      <input type="checkbox"/> Committee to create Certificate  <input type="checkbox"/> Promotional material provided by Donor         </td> <td></td> <td></td> </tr> </table>		<b>MARK APPROPRIATE BOX:</b>	<b>SIGNATURE</b>	<b>DATE:</b>	<input type="checkbox"/> Delivery of item by Donor <input type="checkbox"/> Donor provides Certificate <input type="checkbox"/> Item needs to be picked up <input type="checkbox"/> Committee to create Certificate <input type="checkbox"/> Promotional material provided by Donor		
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### For office use only:

<b>ITEM NUMBER:</b>	<b>NOTES:</b>
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**Please return completed form to:**



**St. Margaret's Day School**

1605 Pleasant Plains Road • Annapolis, MD 21409  
Tel: 410.757.2333 • Web: [www.stmargaretsdayschool.org](http://www.stmargaretsdayschool.org)



St. Margaret's Day School Federal Tax ID#: 52-0808437  
Your donation is tax deductible to the extent allowed by law.