



# AUCTION DONATION FORM

## Blessed Sacrament School

### 27<sup>th</sup> Annual Spring Benefit Auction

**March 9, 2019**

<b>BENEFITING BLESSED SACRAMENT SCHOOL - EVENT INFO AT BSS.MAESTROWEB.COM</b>	
<b>DONOR INFORMATION</b>	
Donor (exactly as it should appear in event materials):	
Address (city, state and ZIP):	
Phone Number:	Fax Number:
Donor E-mail:	Website:
Contact Person:	Contact Email:
Signature:	Date:
<b>DONATED ITEM INFORMATION - FORM DUE FEBRUARY 1, 2019</b>	
Donated Item:	Est. Value (required):\$
Description for catalog/website (physical description, restrictions & pertinent info. If possible, email a photo to <a href="mailto:auction@blessedsacramentdc.org">auction@blessedsacramentdc.org</a> )	
<input type="checkbox"/> Check box if Donor will provide promotional material for display. Deliver to school by March 1. (10 item max) Items will not be returned.	
Gift Certificate Exp. Date:	(All certificates will be valid for one year from date of auction unless otherwise noted.)
<b>If Donating a Gift Certificate, please check one:</b> <input type="checkbox"/> Please have the Auction Chair create a gift certificate <input type="checkbox"/> Gift certificate is enclosed <input type="checkbox"/> Gift certificate will be faxed, mailed, emailed or dropped off at the school's front desk <input type="checkbox"/> Please have an Auction Volunteer pick up the gift certificate (date ready): _____	
<b>FORM DUE FEBRUARY 1, 2019      ATTN: AUCTION CHAIR</b>	
<b>MAIL:</b> Blessed Sacrament School Benefit 5841 Chevy Chase Park way, N.W. Washington, D.C. 20015	<b>EMAIL:</b> <a href="mailto:auction@blessedsacramentdc.org">auction@blessedsacramentdc.org</a> <b>FAX:</b> 202.966.4938
<b>Blessed Sacrament School is a Non-Profit, Tax-Exempt Organization. Federal Tax ID 53-020-8375</b> Please consult your tax advisor regarding the deductibility of your donation. If you have questions about your donation, please contact us at <a href="mailto:auction@blessedsacramentdc.org">auction@blessedsacramentdc.org</a> . <b>Donor: Remember to retain a copy of this form for your files!</b>	