

2017 Sts. Simon & Jude Annual Auction and Gala

Auction Item Donation Form

 Mail Items to: Sts. Simon & Jude School Auction Committee

 20400 Magnolia Avenue, Huntington Beach, CA 92646

**\*\*Please use one form for each item donated\*\***

**Contact Information (As you would like it shown in catalog)**

Donor Name:

Contact Name:

 Address:

City: State: Zip:

Phone: Fax:

 E-mail:

 Website:

**donated item (Please print clearly)**

🗆 Item/Gift Certificate included 🗆 Item will be delivered to address above prior to Oct. 27, 2017

 🗆 Call to arrange pickup 🗆 Please create a certificate for my item – Certificate Expiration Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Item Donated:

Cost or Value:

Complete Description of Item\*:

**\*If your item contains multiple services or products (i.e.: Gift Basket) please detail in description. Use back if more space is needed.**

**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
* Instruction on how to redeem the item
* Include any additional information such as a photo or description brochure as appropriate
* Date of Expiration

🗆 **Please contact me about Sponsorship Opportunities**

***On behalf of the students of Sts. Simon & Jude School, Thank You!!!***

For Office Use

Item #: \_\_\_\_\_\_\_\_ Solicited by \_\_\_\_\_\_\_ \_\_\_\_\_\_ Item Received 🗆