

# Spring 2021 PTO Auction Donation Form

Live Zoom Program: Friday, April 30, 7:00pm

Virtual Auction: Friday, April 30 - Saturday, May 1

phone: 240.292.5217 email: [graceptoauction@gmail.com](mailto:graceptoauction@gmail.com) website: [geds.org](http://geds.org)



## Item Information (please use one form per item)

Item or Service Donated:

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Description:

*(Please be as specific as you can, including size, color, and other details. Attach any additional information, promotional materials or photos.)*

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Restrictions, Limitations, Expiration Dates:

*(Unless otherwise specified, this offer is valid for one year - from May 1, 2021 to May 1, 2022.)*

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Item Value:

Cash Donation:

Solicited By:

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Donor Signature:

Date:

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- Gift certificate enclosed or attached
- Donor will deliver item to School
- This contract serves as Auction Certificate
- Committee pickup requested - please contact us at the above listed phone or email.

## Donor Information (for catalog listing)

Donor or Company Name:

Contact Person:

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Address:

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Phone:

Email:

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*Grace Episcopal Day School, EIN 52-0895144, is a charitable organization recognized as tax-exempt by the IRS under Section 501(c)(3). No goods or services were received in exchange for this donation. Grace will issue a tax receipt/letter to the address provided above. Please keep a copy of this form for your records. The Auction Committee reserves the right to categorize items, set minimum bids, combine items, decline items, and to sell or raffle items using the method it deems most appropriate.*