The Center for People of All Races

A voice and a hub for the Latino community as we advocate on behalf of our people and work to achieve social justice.

AUCTION ITEM DONATION FORM

El Centro de la Raza 2014 Building the Beloved Community Gala
September 27th, 2014

DONOR TO COMPLETE #1-8	**PLEASE RETURN THE COMPLETED FORM TO THE NUMBER OR ADDRESS FOUND BELOW**	INVENTORY #

(1) **DONOR CONTACT INFORMATION**:

Name _____

Organization _____

Street _____

City _____ State ____ Zip _____

Email _____

Phone _____

(2) **DONOR NAME** (as it should appear in publications if different from above):

(3) **ITEM DESCRIPTION FOR TAX PURPOSES** (please use back of page if more room is needed):

(4) **PLEASE STATE EXPIRATION OR LIMITATIONS**:

(5) **DONOR'S SIGNATURE:**

_____ **Date** _____

(6) **FAIR MARKET VALUE OF ITEM(S):**

Value per item $_____ x Qty _____ =

TOTAL $ _____

(7) **PLEASE CHECK THE APPROPRIATE BOX**:

☐ Donor to Provide Item with this Form
☐ Donor to Deliver Item(s)

Delivery Date: _____

☐ El Centro de la Raza to Pick-up Item(s)

Staff to pick-up item(s): _____ *Date:* _____

(8) **PLEASE SEND AN AUCTION INVITATION**:

Yes _____ No _____

(9) CONTACT LOG / NOTES:

FOR OFFICE USE ONLY:

Intake Staff Name _____

Entered in Salesforce	☐	Thank You Letter Sent	☐
Entered in Greater Giving	☐	Revenue Acct. # _____	
Digital Copy Created	☐	Grant/Contract # __119__	
Procurement Binder	☐	Received _____	
Fiscal Office	☐		

(10) SOLICITOR'S NAME:

_____ **Date** _____

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Community Action Agency • United Way Agency • Affiliate of National Council of La Raza