

Number	Solicitor	Item Category	Certificate		Item		Storage Location	Processed		Program Number
			School	Donor	In	Date		Date	Initials	

MERCH ONLY

CERT ONLY

MERCH & CERTIFICATE



**St. Chrysostom's Day School**  
**1424 N. Dearborn Parkway**  
**Chicago, IL 60610**  
*T: (312) 642-3422 F: (312)642-1336*

**AUCTION  
DONOR  
FORM**

*Please Print or Type*

Item: \_\_\_\_\_

Donor name as it should appear in program: \_\_\_\_\_

Check here if Donor wishes to remain anonymous

Donation Value: \$ \_\_\_\_\_ .00

Company Name (if applicable): \_\_\_\_\_

Title: \_\_\_\_\_ Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Web site: \_\_\_\_\_ Fax: \_\_\_\_\_

Contact Person (if different from above): \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Please describe donation completely in the space below. This will allow us to represent your gift accurately in the auction catalogue and in any publicity materials. Please indicate any restrictions including dates, ages, additional costs, etc.*

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**Service must be used within one year of auction unless otherwise specified.**

Item is enclosed

Item will be delivered via:

If donor cannot provide actual merchandise or certificate, please check here and School will create certificate.

Mail  UPS/Fed Ex  Messenger

*Please include promotional materials (i.e. brochures, signage, etc.) that can be displayed at the auction with your donation. Display materials cannot be returned.*

Item requires pick up:  
*Please provide specific details including location, contact person, telephone number, etc.*

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Please contact me regarding an advertisement in the Holiday Faire Ad Book

*All gifts to St. Chrysostom's Day School Auction are tax deductible as allowed by law. Thank you for your generous support!*