



2018 Auction Item Donation Form

Annual Gala & Auction

April 14, 2018 | The Grand Hall on Chouteau

Thank you for supporting The College School!
Please complete this form and return it with your donated item.

DONOR INFORMATION:

DONOR NAME (AS IT WILL APPEAR IN PRINT):	
Business Name:	
Address:	
Contact Name:	
Email:	
Phone Number:	

DONATION/ITEM INFORMATION:

Describe donation in detail. <i>This description will be used to write the catalog copy. Please be complete (i.e., quality, size, color, number of people, valid dates, etc.) Please attach any additional information or materials you would like displayed with your item.</i>	
Please provide the value of your donation:	\$ _____
<i>Please note that TCS reserves the right to adjust values according to current fair market values.</i>	

ITEM DELIVERY INFORMATION:

<p><i>Please specify all that apply:</i></p> <p><input type="radio"/> Gift Certificate included with this form</p> <p><input type="radio"/> Item will be mailed on _____ (date)</p> <p><input type="radio"/> Please pick item up by _____ (date)</p> <p><input type="radio"/> Please create a certificate for my item</p>	<p><i>This donation is in response to:</i></p> <p><input type="radio"/> A letter from TCS</p> <p><input type="radio"/> A call from TCS</p> <p><input type="radio"/> A TCS volunteer request</p> <p>Other: _____</p>
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PLEASE KEEP A COPY OF THIS FORM FOR YOUR RECORDS

Signature: _____

Please sign and return form by April 2, 2018 to be included in the program.

Return items and form to:
The College School
2018 Annual Gala & Auction
c/o Parties & Props Event Production Group
2629 Rock Hill Industrial Ct. | St. Louis, MO 63144