



Item Procurement #: \_\_\_\_\_

## 2019 AUCTION DONATION FORM

*Donation Submission Deadline: March 15, 2019*

DONOR INFORMATION (please print)			
Donor or Company Name (as it should appear on all auction materials):			
Contact Name:	Street Address:	City, State and Zip Code:	
Phone:	Email:	Website URL:	
Donor's Signature (required):		Date:	If CHVE family, grade/teacher:
DONATION INFORMATION (please print)			
Detailed Description of Donation (e.g., quantity, size, color, specific item title, etc.):		Estimated Fair Market Value: \$	
Restrictions? If yes, please provide details including expiration dates or specific dates item is available:			
Please Check One:			
<input type="checkbox"/> Item or gift certificate accompanies this form <input type="checkbox"/> Item or gift certificate will be delivered/ sent to Cherry Hills Village Elementary School <input type="checkbox"/> Please create a gift certificate for me			
To ensure your donated item has the highest quality imaging on our online auction, please email a photo of your item or your company logo (in JPG or PDF format) to <a href="mailto:CHVEAuction2019@gmail.com">CHVEAuction2019@gmail.com</a> .			
Please return this form (along with gift certificate, auction item, etc.) to:			
<b>CHVE Auction (Donation Box)</b> c/o Cherry Hills Village Elementary School 2400 East Quincy Avenue Cherry Hills Village, CO 80113		<a href="mailto:CHVEAuction2019@gmail.com" style="color: blue; text-decoration: underline;">CHVEAuction2019@gmail.com</a> <b>School Office: (720) 747-2700</b>	
FOR AUCTION COMMITTEE USE			
Procurement Number:	Procured By:	Phone/Email:	
Item Category:	Additional Notes:		

Thank you for supporting CHVE. Your donation may be tax deductible. Please consult your tax advisor. CHVE PTCO is a non profit, 501(c)(3) tax-exempt organization; Federal Tax ID #84-1247221