

Learn. Grow. Become.™



# Woodinville Montessori School

a nonprofit organization

**Spring Gala & Fundraiser – April 28, 2017**

## Procurement Form

<b>DONOR INFORMATION</b> (Please PRINT legibly)		
Donor Name: Business/Individual as it will appear in the Auction Catalog		Acquired by WMS Representative:
Donor Mailing Address 1:	Donor Mailing Address 2:	
Donor City, State, Zip:	Donor Phone: ( ) -	Donor E-mail Address:
<input type="checkbox"/> Please send me an invitation to the WMS Spring Gala & Fundraiser. <input type="checkbox"/> Please advise me of advertising and sponsorship opportunities. <input type="checkbox"/> I will make arrangements with my employer to match my gift.		
<b>CONTACT INFORMATION</b> (if other than Donor Name):		Contact Name
Contact Email Address:		Contact Phone: ( ) -

DONATED GOOD(S)	DONATED SERVICE(S)
<input type="checkbox"/> Item enclosed <input type="checkbox"/> To be delivered by Donor on ___/___/___ <input type="checkbox"/> To be picked up by Volunteer Rep on ___/___/___ <input type="checkbox"/> To be picked up by winning bidder after auction <input type="checkbox"/> Cash donation enclosed	<input type="checkbox"/> Gift certificate enclosed <input type="checkbox"/> Certificate to be created by Gala committee <input type="checkbox"/> I have props (brochures, graphics, business cards,...) to enhance display <input type="checkbox"/> Please find display props for me

**TO BE INCLUDED IN THE EVENT PROMOTION, ITEMS MUST BE RECEIVED BY Friday, March 31, 2017.**

**Please describe the item below. Please print legibly and list the fair market value.**

Item Title:	Estimated Fair Market Value: \$
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**Item Detailed Description:** How would you like to see it represented? Description may be edited for content and to fit space available.


Expiration Date: ___/___/___	Restrictions: Other Special Conditions
Date Submitted ___/___/___	Donor signature:

<b>Fed Tax ID: 91-1212740</b> WMS is a 501(c)(3) corporation. Your donation may be Tax-deductible. Check with your tax advisor.		<b>Please mail or fax this form and deliver donations and display props to:</b> Woodinville Montessori School 19102 North Creek Parkway Bothell, WA 98011 Email: <a href="mailto:auction@woodinvillemontessori.org">auction@woodinvillemontessori.org</a> Tel: (425) 482-3184 Fax: (425) 482-3186
For Use By Procurement Committee		
TRACKING #:	Date Received: ___/___/___	

THANK YOU! We appreciate your support.