



WMHS

WMS Spring Gala – Saturday, May 4, 2019 | Auction Procurement Form

DONOR INFORMATION (Please PRINT legibly)		
Donor Name: Business/Individual as it will appear in the Auction Advertising		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 advise me of sponsorship opportunities. <input type="checkbox"/> I will make arrangements with my employer to match my gift.		
CONTACT INFORMATION (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 (check made out to WMS)	<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, April 5, 2019.
Please describe the item below. Please print legibly and list the fair market value.**

Item Title:	Estimated Fair Market Value: \$
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:

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

THANK YOU! We appreciate your support!