



3200 78th Avenue Southeast,  
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Catalog No. \_\_\_\_\_  
OFFICE USE ONLY

## Auction Procurement Form

Tax I.D. No. 91-0895049

**Donor's Name** \_\_\_\_\_  
(As it should appear in the Auction catalog—PLEASE PRINT NAME)

**Contact Name** \_\_\_\_\_  
(Person whom we may contact for additional information—PLEASE PRINT NAME)

**Donor's Address** \_\_\_\_\_

**Donor's Phone** \_\_\_\_\_

**Donor's Email/Website** \_\_\_\_\_

**Item Donated** \_\_\_\_\_

Detailed description—include quantity, size, color, restrictions, number of people, limitation, etc. Description will be used in Auction Catalog unless otherwise instructed.

**Item Description** \_\_\_\_\_

**Restrictions** \_\_\_\_\_

**Expiration Date** \_\_\_\_\_  
Valid from: \_\_\_\_\_ Valid to: \_\_\_\_\_

**Estimated Fair Market Value** \_\_\_\_\_

This value is tax-deductible to the extent allowable by law. Evergreen Covenant Church provides no goods or services in consideration of this gift. Evergreen Covenant Church is a 501(c)(3)Non-Profit Organization. Tax ID No. 91-0895049

### Special Instructions

- |   |   |
|---|---|
| <input type="checkbox"/> Donor to provide Certificate             | <input type="checkbox"/> Delivery by Donor On (date) _____                |
| <input type="checkbox"/> Certificate is attached                  | <input type="checkbox"/> Auction Committee please pick up On (date) _____ |
| <input type="checkbox"/> Auction Committee to provide certificate | <input type="checkbox"/> Please send an invitation to Donor               |

**As My Donation**, I am enclosing a monetary gift of \$ \_\_\_\_\_

**Donor's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Procured By** \_\_\_\_\_  
(Person responsible for securing donation—PLEASE PRINT NAME)

**Procurers Phone** \_\_\_\_\_

Thank you for your support!