



AUCTION DONATION FORM

Tax ID #: 58-2416044

Queen of Angels Catholic School — Advancement Office
11340 Woodstock Road, Roswell, GA 30075
770-518-1804 ext. 104 Fax: 770-518-0945

www.qaschool.org



Instructions: Donors should fill out this form completely. The bottom yellow copy is for your tax records. If you would like to provide promotional materials, menus, or brochures with your item, please include with this form.

ITEM INFORMATION

NAME OF ITEM: _____

DESCRIPTION: (will appear in catalog)

RESTRICTIONS: (expiration, blackout dates, etc.)

Fair Market Value: \$ _____

THIS ITEM IS (check one)

☐ **GIFT CERTIFICATE**

☐ attached to this form

☐ provided by donor on ___/___/___

☐ created by QA

☐ **MERCHANDISE**

☐ provided with completed form

☐ dropped off by donor on ___/___/___

☐ picked up on ___/___/___

DONOR INFORMATION

NAME OR BUSINESS _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE(S): _____ EMAIL: _____

CONTACT NAME _____

DONOR NAME TO APPEAR IN CATALOG: _____

QA REP SECURING DONATION: _____ PHONE: _____

For Office Use Only

_____ Event _____ Date Entered _____ Category _____ Item Number _____ Catalog

Comments _____