

# Evergreen Unitarian Universalist Fellowship

## Auction Item Donation Form

Donor Name: \_\_\_\_\_

*Include the best phone number and/or email address in case the Auction Central Committee needs to contact you.*

Phone: \_\_\_\_\_ or Email: \_\_\_\_\_

*This information will be listed on the bid sheet and/or certificates, event lists, etc. The Auction Committee asks you to write description and values for items. **Please be thorough when you complete this information.***

Item Name: \_\_\_\_\_

Item Description: \_\_\_\_\_

\_\_\_\_\_

Fair Market Value - FMV: \$ \_\_\_\_\_

*What it is worth today?*

Starting Bid - (~40% of FMV): \$ \_\_\_\_\_ OR Firm Starting Bid: \$ \_\_\_\_\_

*Auction Team might adjust these numbers as needed.*

*You choose the starting bid.*

Quantity (if more than 1) \_\_\_\_\_

### Check one of the choices below.

- This form is attached to the **Donated Item**
- The **Donated Item** will be delivered to Evergreen on: \_\_\_\_\_  
*Item must be dropped off no later than Thursday before Auction date.*
- This form is attached to a **Gift Certificate or Event Ticket(s)**
- The donated item is a service and needs a **Gift Certificate** made
- The donated item is an Event or Group Activity that needs a **Sign Up List:**

Event date: \_\_\_\_\_ Time: \_\_\_\_\_

Location: \_\_\_\_\_

Maximum # of Attendees: \_\_\_\_\_

Cost per person: \$ \_\_\_\_\_

**Questions??** Contact Auction@EvergreenUU.org

Date Received: \_\_\_\_\_

ITEM # \_\_\_\_\_