



NORTH DAKOTA

4143 26th Avenue South, Suite 104  
Fargo, ND 58104  
701.280.9474

# AUCTION PROCUREMENT FORM

## Auction Item Donor Information

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Company Name (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Donor Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## Detailed Donation Description (for promotional use)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Special Instructions, Restrictions, Dates

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Type of Donation

- Product
- Service
- Cash
- Certificate Enclosed
- Certificate Prepared by Make-A-Wish®
- Experience

## Suggested Retail Value of Donation

(determined by donor) \$ \_\_\_\_\_

## Donation Pick-up/Delivery

- Item sent with this form
- Donation will be delivered to the Make-A-Wish office
- Please pick up my donation

Contact Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Pick-up date/time: \_\_\_\_\_

Pick-up Location: \_\_\_\_\_

\_\_\_\_\_

### For Make-A-Wish® Use

Date Item Received: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Solicitor \_\_\_\_\_

#### Item Assigned to:

- Live Auction
- Silent Auction
- Raffle
- Other: \_\_\_\_\_

Event Name: \_\_\_\_\_

Please return form by **February 16th, 2018.**

**Thank you in advance for your  
generous gift!**

Your donation is tax deductible under  
IRS 501(c)(3).