**2017 Spring Benefit Auction Donation Form**

**Online Auction**: March 3 – 15

**Silent/Live Auction and Benefit:** March 11

**There are many ways to give… Thank you for your generosity!**

*Donate items, services or gift certificates, host a community party or event,*

*underwrite an expense (food, wine/beer, décor…), Cash Donations*

**To donate**, please use the form below or visit [**www.sfwaldorf.org/donations**](http://www.sfwaldorf.org/donations)

***Donor Information***

Office use only Item #: \_\_\_\_\_\_\_\_\_\_ Received: \_\_\_\_\_\_\_\_\_\_ O: S: L: Photo: Ack: Delivered: \_\_\_\_\_\_\_\_\_\_

**Company/Name**

**Are you interested in…**  
 Monthly Newsletter (Email)  
 Highlights recent school  
 events and other news

 Invitations to public events

 Advertising in the school’s  
 professional directory

 Offering services at other  
 community events

Primary Contact

(for use by auction staff and winning bidder)

Telephone Email

Website

Address

City/State/Zip

Signature

***Donated Item Information***

**Item Name**

**Physical Items**   
  Item Included

 To be delivered to school  
 **no later than 2/28/2017**

 To be picked up by solicitor  
 on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(date)  
 at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(place)

**Services and Gift Certificates**  
  Certificate included  
  To be created by auction staff

 Check here if you would like to use the description from last year’s auction donation

Detailed item description – please attach separate page if needed

(Alternatively, you may email **donations@sfwaldorf.org** with item information)

Restrictions (include any expiration dates if applicable)

Estimated retail value Minimum or reserve bid (optional)

Send digital files (images, logos) or request contact about your item - **donations@sfwaldorf.org**

Questions about cash gifts and underwriting - **advancement@sfwaldorf.org**Acknowledgment and tax receipt will be issued upon delivery of donated items

**Please return this form to:** **Any questions? Please contact us.**  
SFWS Spring Benefit Email: advancement@sfwaldorf.org  
2938 Washington Street Telephone: (415) 875-7212  
San Francisco, CA 94115 SFWS Federal Tax ID: 94-2535857