



**UNIVERSITY PREP AUCTION DONATION: Deadline: Feb 3<sup>rd</sup>**

8000 25<sup>TH</sup> Avenue NE, Seattle WA 98115

Auction Office: 206.832.1236 or [auction@universityprep.org](mailto:auction@universityprep.org) or FAX 206.525.9659

Please keep a copy of this form for your records. UPrep non-profit tax ID: 91-0974344

**Donor Information**

Donor(s) or Business Name (For Catalog)

Street Address

City State Zip

Website

Donor Signature

Date

**Contact Information**

Person to contact for questions and details

Phone

Email

Solicitor

**Item Information**

Item Name

Item Description: Include as many details as possible like quantity, size, location, photo or web link, date/time of event etc.

Restrictions: Include Expiration date or other limitations

\$

Fair Market Value

**CHECK ALL THAT APPLY:**

- Tangible item donation accompanies this form
- Gift Certificate accompanies this form
- Donor will provide Tangible Item donation or Gift Certificate By: \_\_\_/\_\_\_/\_\_\_
- Please create a Gift Certificate for this item
- Special arrangements for delivery are needed. Contact me at: \_\_\_\_\_
- Donor has provided promotional items for Display purposes only that will need to be returned

**OFFICE USE**

Catalog #

Package #

Tracking #