



# INCARNATE WORD ACADEMY

*A Catholic College Preparatory for Young Women, Est. in 1873*

## Donation Form

Item # \_\_\_\_\_

Item \_\_\_\_\_ of \_\_\_\_\_

Full name of Business/Organization/Donor (as you wish it to appear in acknowledgments)			
Authorized by/Contact name		Phone	
Address	City	State	Zip
E-mail			

Complete description of donation, including location of establishment and any restrictions:	
_____	
_____	
_____	
Expiration Date: _____	Date Donated: _____
Suggested Retail Price (required): \$ _____	Fair Market Value: \$ _____
<b>Item</b>	<b>Acknowledgement</b>
<input type="checkbox"/> Tangible Item	<input type="checkbox"/> Same as donor and address above
<input type="checkbox"/> Gift Certificate	<input type="checkbox"/> Anonymous Donation
<input type="checkbox"/> Both	<input type="checkbox"/> Other _____
<input type="checkbox"/> Will be delivered/mailed on this date: _____	
<input type="checkbox"/> Solicitor to pick up on this date: _____	
<input type="checkbox"/> Monetary Donation	

<b>Internal Information:</b>	
IWA Event: _____	Date Received: _____
Solicited by: _____	Item Title: _____
Item Category: _____	Item Number: _____
Bid Sheet Type (circle one):      Live                      Standard (competitive bid)                      Fixed Price	
Brief Item Description: _____	
Packaging Information: _____	

INCARNATE WORD ACADEMY GRATEFULLY ACKNOWLEDGES YOUR GENEROUS SUPPORT.  
 Incarnate Word Academy has not provided you with any goods or services in exchange for this contribution.  
 Contributions are tax-deductible to the extent allowed by law.

White Copy: Auction Chair    Yellow Copy: File    Pink Copy: Donor