



Auction Donor Agreement

Please provide one form for each individual item

Item _____

Fair Market Value _____

Auction Item Description *Be creative! Help us sell your donation*

Help us sell your donation. Please describe in detail—include color, size/dimensions, material, length of time available, etc.

Limitations [Number of people, number of days, season, exclusive dates, reservations, expiration date, etc.]

Donors Name _____

Address _____

Email _____ Phone _____

How to Submit Your Donation [All items must be received by April 12, 2023]

Be sure to submit one donor agreement form for each donation item

Physical Items

Mail to the Suffield Academy Auction Committee
185 North Main Street Suffield, Connecticut 06078

Gift Certificates, Vacation Rentals, Service Donations

Email Penn Sullivan
psullivan@suffieldacademy.org

This donation becomes the property of Suffield Academy and at the school's discretion is to be offered for sale at auction. Suffield Academy reserves the right not to accept certain items for auction. It is the donor's sole responsibility to comply with all applicable tax regulations.

If you need to make special arrangements, please contact Penn Sullivan [psullivan@suffieldacademy.org or 860-386-4465].

For Suffield Academy Development Office use only

Order Number _____ Catalog Number _____