



St. Croix Lutheran High School Association (EIN # 41-0842883)
1200 Oakdale Avenue, West St. Paul, MN 55118
651-455-1521 www.StCroixLutheran.org/Gala

St. Croix Lutheran Academy Gala & Auction Donation

Thank you for carefully completing this form. The information you provide here is used by volunteers to promote donations in the auction catalog and on the web site. Please be specific and thorough. Type or print clearly. Use one sheet to describe each item. This sheet must accompany all donations. The Mission Advancement Office will supply a copy for your donation records after the event.

Donated Item: \_\_\_\_\_

Description (may include brand name or source of service, style, color, dimensions, size, model number):

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

Restrictions/Limitation: \_\_\_\_\_  
(i.e. expiration date or specific date of use on gift certificates or services.)

Item Value: \$ \_\_\_\_\_

Donor MUST determine the value. IRS does not allow SCLA or its representatives to appraise or determine value to this auction.

Your Name/Company: \_\_\_\_\_

Individual or Corporate Name as you wish it to publicly appear as the donor of the item

I wish to make this donation anonymously; please do not publish my/our name in the auction catalog.

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

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

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

For your records, a confirmation letter will be sent out following the completion of the event.

Donation/Gift Certificate is included with this completed form.

Mail to: St. Croix Lutheran Attn: Gala, 1200 Oakdale Ave, West St. Paul, MN 55118

Donor will deliver the item. Date to be delivered: \_\_\_\_\_

Item needs to be picked up. Date available for pick up: \_\_\_\_\_

Cash donation to purchase items or help underwrite expenses \$ \_\_\_\_\_

Please make checks payable to St. Croix Lutheran, or fill out credit card info below.

Visa MasterCard Discover American Express # \_\_\_\_\_ exp. date: \_\_\_\_\_

I hereby acknowledge and agree to provide the above stated goods and/or services to St. Croix Lutheran High School Association, a nonprofit, tax-exempt school. Contributions are tax deductible to the extent provided by the law. EIN # 41-0842883

Auction Representative Signature \_\_\_\_\_

Donor Signature \_\_\_\_\_

Date \_\_\_\_\_

Office use only: RECEIVED \_\_\_\_\_ ENTERED \_\_\_\_\_ Location: \_\_\_\_\_