



## DONOR AGREEMENT ONE ITEM PER FORM

Item \_\_\_\_\_

Fair Market Value \_\_\_\_\_

### **AUCTION ITEM DESCRIPTION \*BE CREATIVE! HELP US SELL YOUR DONATION\***

Please describe in detail—include color, size/dimensions, material, length of time available, etc.

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### **LIMITATIONS**

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

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Donors Name \_\_\_\_\_

Address \_\_\_\_\_

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

### **HOW TO SUBMIT YOUR DONATION [ALL ITEMS MUST BE RECEIVED BY APRIL 12, 2024]**

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

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

Physical Donations Mail to: Penn Sullivan Suffield Academy 185 North Main Street Suffield, Connecticut 06078

Gift Certificates / Vacation Rentals / Service Donations Email to: 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.

*For Suffield Academy Development Office Use Only* Item Number \_\_\_\_\_