



# 2024 AUCTION DONOR FORM

(Please complete a separate form for each item donated.)  
St. Joseph's Academy gratefully acknowledges your generous support and commitment.

**DEADLINE: October 7, 2024**

Donor/Business name: \_\_\_\_\_

Donor name for recognition purposes: \_\_\_\_\_

SJA graduation year (if applicable): \_\_\_\_\_

Person to contact: \_\_\_\_\_

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

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

Item or service donated: \_\_\_\_\_

Description of item for auction as you would like it to appear on the Auction website: \_\_\_\_\_

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

**Please note: Gift certificates will be awarded on October 24, 2024.**

Gift certificate valid until: \_\_\_\_\_

Restrictions on gift certificate/item use, if any: \_\_\_\_\_

Value of item: \$ \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

My signature indicates my authorization to make this commitment on behalf of my company.

**PLEASE CHECK THE FOLLOWING:**

- Gift certificate attached
- Item to be picked up by volunteer
- Purchaser to pick up item at store
- Item mailed or delivered to St. Joseph's Academy
- Please create a gift certificate for us

**PLEASE MAIL DONOR FORMS AND AUCTION ITEMS TO**

St. Joseph's Academy  
Attn: Jennifer Knight  
3015 Broussard Street  
Baton Rouge, Louisiana 70808  
You can also fax donor forms to (225) 343-0261  
or email to knightj@sjabr.org  
Questions: (225) 388-2270

St. Joseph's Academy Foundation Tax ID: 23-7004456. St. Joseph's Academy is a 501(c)3 educational organization.  
Contributions are tax-deductible, less the fair market value of any goods or services received.

**FOR SJA ADVANCEMENT OFFICE USE ONLY:**

Donor referred by: \_\_\_\_\_

Qtogo item number: \_\_\_\_\_

Item category: \_\_\_\_\_

Entered by/date: \_\_\_\_\_

\_\_\_\_\_