



MANHATTAN AT THE BAY SILENT AUCTION DONATION FORM

Donor Information:

Business Name: _____
Business Contact Name: _____
Business Phone Number: _____
Business Email: _____

Donation Details:

Item Description: (Please describe the item or service donated)

Item Value: \$ _____

Item Restrictions: (If applicable – e.g., expiration date, blackout dates, usage limitations)

Delivery Information:

All donated items must be delivered to the **Office of Development** by **April 11th, 2025**. If the item requires pickup, please contact **Jillian Barron** at jbarron@bayviewacademy.org to arrange pickup.

Donor Acknowledgment:

- ☐ I would like to receive a donation receipt for tax purposes.
- ☐ I would like my business name to be recognized in event materials.
- ☐ I would like Bay View to create a certificate for my donation.

Thank you for your generous support of **Manhattan at the Bay**! If you have any questions, please contact **Monica Anderson** at manderson@bayviewacademy.org.

Include this form along with the donated item or gift certificate. Drop off or send to:
St. Mary Academy - Bay View Office of Development 3070 Pawtucket Avenue, Riverside, RI 02915
Attn: Jillian Barron