



AUCTION ITEM PROCUREMENT FORM



Webster House
BUILDING CHILDREN'S FUTURES TOGETHER

Donor Information

Business/Donor Name (as it should appear in the program)

Contact Person*

Street Address*

City*

Zip/Postal Code*

Email*

Website (if applicable)

State/Province*

Country*

Phone*

Donation Details

Item Name/Title

Detailed Description of Item (please include size, color, materials, restrictions, expiration dates, etc.):

Estimated Fair Market Value \$ _____

Is this a physical item or a certificate?

- ☐ Physical Item
☐ Gift Certificate
☐ Other (Please Explain)

Will you provide promotional materials (brochures, photos, display)? ☐ Yes ☐ No

Delivery Information

- ☐ Item/Gift Certificate included with this form
☐ I will deliver the item to Webster House
☐ Please arrange for pick-up. Preferred pick-up date/time: _____

Acknowledgment & Authorization

I/we understand that all proceeds from the donated item will benefit Webster House and that the donation becomes the property of Webster House and may be used or packaged at their discretion.

Electronic Signature

Date

Thank You for Your Support!

Webster House is a 501(c)(3) nonprofit organization. All donations are tax-deductible as allowed by law.

Tax ID: _____