



AUCTION ITEM DONATION FORM

IGNITE | 2019 Spring Gala | May 4, 2019 | Showbox SODO

DONOR INFORMATION			
Donor Name: (List EXACTLY as you would like the donor listing to appear in promotional materials)			
Contact Name:	Phone:	Email:	
Address:	City:	State:	Zip:
Name of Individual for Thank You Tax letter (if different than donor):			
ITEM DONATION			
Description of Donated Item: Please be as complete as possible, as this information will be used for promotions. Please submit photos if applicable.			
Fair Market Value (must provide for tax purposes): \$			
Any restrictions and/or expiration date if applicable:			
Notice: If item is more appropriate for another IGNITE event or program it may be repurposed. If you have any objections to this please make note.			
Tangible Items: (Item to be displayed at auction) <input type="checkbox"/> Item accompanies form <input type="checkbox"/> Donor will deliver to IGNITE by _____ <input type="checkbox"/> Donor requests pick-up (please call to arrange)	Intangible Items: (Please submit appropriate display materials) <input type="checkbox"/> Certificate accompanies form <input type="checkbox"/> Donor request's certificate created by IGNITE		
Signature of Donor	Date		
SUBMISSION INSTRUCTIONS			
Please submit completed form in-person, via mail or email to: IGNITE Worldwide c/o S E G Consulting Attention: Samantha Gotkin, Gala Manager 12061 75 th Avenue S. Seattle, WA 98178 gala@ignite-worldwide.org 206.412.9810 Tax ID: 26-2947725 Forms may also be completed online at www.ignite-worldwide.org . Once your completed form and item are received by IGNITE's office staff, you will be sent a donation acknowledgment for tax purposes. If you need anything additional please let us know. Thank you so much for your support. Together we are inspiring girls to become the future technology leaders and innovators of our world!			
FOR INTERNAL USE	Procured by: <input type="checkbox"/> Item Recorded <input type="checkbox"/> Donor Thanked		