



**Bank Street School for Children and Family Center Spring Benefit Auction, May 5, 2008
Donation Agreement Form**

DONOR INFORMATION

Donation Date: _____

Name of Donor (Individual or business name(s) to appear in catalog): _____

Name and Title of Contact (if different): _____

Address: _____ City _____ State _____ Zip _____

Email: _____ Web site: _____

Telephone: _____ Fax: _____ Solicitor's Name and Phone: _____

DONATED ITEM INFORMATION

Catalog Item Name: _____ Fair Market Value \$ _____ Expiration Date: _____

Detailed Catalog Item Description (Please include restrictions on trips, tickets and travel, quantity, size, color, and other information to ensure proper understanding of the donated item):

*Please note that the Auction Committee reserves the right to package your donation with other donated items.

Gift Certificate Provided? Yes/No

* If no, we will generate a certificate from the information you have provided on this form.

- I am including my donation with this form. I will send my donation directly to the school.
- I will coordinate delivery of my donation with staff.

All auction items and forms must be received by April 11, 2008.

Please return forms to: Bank Street School for Children, Attn: Auction Committee, 610 West 112th Street, New York, NY 10025
Tel: 212-875-4763/Fax: 212-961-3345/Email: auction@bankstreet.edu

Please e-mail or attach an image of your donation to advertise item in the online auction.

Bank Street's Federal Tax Identification Number: 13-5562167

FOR OFFICE USE ONLY

Name of Donor as it should appear: _____ Item Category: _____

Tracking Number: _____ Catalog Number: _____ Package With: _____

Minimum Bid: _____ Minimum Raise: _____ Storage Location: _____