



College Prep Auction March 8, 2014

Donation Form

**Deadline for
catalog inclusion:
February 1, 2014**

Please fill out this form completely and make a copy for your records.
Your donation may be tax deductible. Check with your tax adviser. Tax ID # 94-1492272.

Completed forms can be faxed to 510-652-6714 or mailed to College Prep • 6100 Broadway • Oakland, CA 94618

You can also fill this form out online at <https://college-prep.ejoinme.org/2014>

Auction Contact: Sue Biddle • (510) 681-3370 • sauterbiddle@gmail.com

Donor Information	
Name (as it should appear in the catalog)	Phone
Street address	Email
City, State and Zip	Website
Contact Person (if different than donor)	Contact phone or email

Donation Description	Fair Market Value
Item Name	(must be stated by donor) \$
Item description for catalog. (Include number of guests, location, quantity, size, number of beds and/or rooms, amenities, etc. to ensure proper understanding of item.)	Donation Procurement
	<input type="checkbox"/> Gift certificate/item is enclosed
	<input type="checkbox"/> Please make a gift certificate from the description
	<input type="checkbox"/> Gift certificate/item will be mailed or delivered
	<input type="checkbox"/> Please arrange a pick-up
	Donation Expiration
Please include any restrictions including exclusions, limitations, special conditions, blackout dates, delivery areas, etc.	<input type="checkbox"/> No Expiration Date
	<input type="checkbox"/> One year from Auction 3/8/15
	<input type="checkbox"/> Custom _____

Thank You!
The College Preparatory School 6100 Broadway Oakland CA 94618 510.420.2353

For Office Use Only:

Item Category _____ Item # _____ Package # _____