

WoodCreek Elementary

Auction 2012

Auction Donor Form

WoodCreek Elementary School
1155 WoodCreek Bend Lane
Katy, TX 77494
Phone # (281)234-0100, Fax (281)644-1690

PLEASE TYPE OR PRINT CLEARLY

NAME FOR PRINTED PROGRAM _____

DONOR NAME _____

CONTACT PERSON (if different from donor) _____

DONOR ADDRESS _____

CITY _____ STATE _____ ZIP _____

DONOR TELEPHONE _____

DONOR EMAIL ADDRESS _____

FULL GIFT DESCRIPTION (for publication use) _____

ESTIMATED FAIR MARKET VALUE _____

ARRANGEMENTS FOR PICK-UP _____

TIME LIMIT OR OTHER RESTRICTIONS (please be specific) _____

ADDITIONAL COMMENTS _____

We, WoodCreek Elementary School PTA, a non-profit 501c(3) organization, have not provided you with any goods or services in exchange for this contribution. Please retain a copy of this document for your records. It is an important document necessary for any available federal income tax deduction for this contribution.

Donor Signature _____ *PTA Representative Signature* _____

PTA Representative Phone # _____

Please make a copy of this document and you may,

- 1.) Mail it to: WoodCreek Elementary PTA, Attn: Auction, 1155 WoodCreek Bend Lane, Katy TX 77494
- 2.) Or Fax it to WoodCreek Elementary PTA (281)644-1690 (Please use cover letter stating WCE PTA)
- 3.) Call your PTA representative and notify them of the form completion & method in which you have chosen to submit, weather fax or mail
- 4.) Make any needed pick-up arrangements with your PTA representative