

**Saint Charles Preparatory School**  
Cardinal Christmas Auction

**DONATION FORM**

Please write, print or type legibly. This information will be used to produce event materials.

Date of Donation: \_\_\_\_\_ Solicitor Name: \_\_\_\_\_

Company/Individual Name: \_\_\_\_\_  
(as you would like to be recognized)

Contact/Officer Name: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

Value of Donated Item: \_\_\_\_\_ Is this a Signup Genius Item? \_\_\_\_\_

Description of Donated Item: \_\_\_\_\_

(if you need more room, please attach additional descriptive information to this form)

Donor's Restrictions/Special Instructions: \_\_\_\_\_

**Delivery of Item:**

Item received by Solicitor  Yes  No

Item will be delivered/mailed by Donor  Yes  No Date: \_\_\_\_\_

Pick Up Required  Yes  No Date: \_\_\_\_\_

Location: \_\_\_\_\_

**Monetary Donation Option**

I prefer to be an Auction Angel and make a monetary donation.

Credit Card  Check payable to St. Charles Preparatory School enclosed

CREDIT CARD INFORMATION			
Card Holder Name	Type of Card	Card Number	Exp Date
Signature of Accountholder or Authorized Officer		Name (please print)	Title (if applicable)

Other Comments/Information: \_\_\_\_\_

Please mail or deliver all items and this form to: The Mothers Club Auction Committee at address below.