



Houston Corks and Forks

September 23, 2017

www.houstoncorksandforks.org

Auction Donor Form



Print names legibly. Underline the single letter for how this contribution should be listed alphabetically in all publications. Example: The Acme Co. One donor item per form.

Corporate Individual Foundation

Date submitted _____

Donor's Name _____ Contact Person _____

Mailing Address _____ City, State, Zip _____

Email _____ Phone (____) _____

Address for Item Pickup _____ Fax (____) _____

Description of Item(s) Donated _____

Time/Exchange Restrictions _____

Deadline/Blackout Dates _____ Retail Value \$ _____

I do NOT want my name/company name to appear in printed materials. I wish to remain anonymous.

Information must be received by **September 1, 2017** to be included in the Event Program.
Include (mail/fax/email) brochures and/or photographs that you would like to be used for the item description.
Email files to houstoncorksandforks@gmail.com.

Please check one

- Tangible Item
- Certificate/Tickets

Please check one

- Item is attached to this form
- Item will be mailed to Houston Corks and Forks on _____
- Item to be picked up by Houston Corks and Forks volunteer
Please contact Morgan Schaper at 936.446.7113 to arrange for pick-up

- Houston Corks and Forks has my permission
to create a certificate for this item
_____ (Initials of Donor)

Signature of Donor Title Date

Volunteer Name Volunteer Email Volunteer Phone No. Date

Please sign and return original to:
ATTN: HOUSTON CORKS AND FORKS • 2500 Fondren Road, Suite 100 • Houston, Texas 77063
713.706.5684 • Fax 713.266.4159 • houstoncorksandforks@gmail.com
American Cancer Society, Inc Tax ID No.: 13-1788491
Thank you for your support in the fight against cancer.

FOR COMMITTEE USE ONLY:

Item Received (Date) _____ By _____

Acknowledgment (Date) _____ By _____

Item stored (location) _____

Comments _____