

**IMMACULATE CONCEPTION SCHOOL**  
**One Washington Street**  
**Newburyport, MA 01950**

**AUCTION 2009 DONATION FORM**

*Use this form to supply information about an auction donation for the auction scheduled for **March 28th, 2009**.  
We must receive your form and item by **March 13<sup>th</sup>, 2009** for it to appear in the auction booklet.*

**Your Information** – so we can contact you with any questions.

Name \_\_\_\_\_

Phone \_\_\_\_\_

**Item Information** ó This information will be used in the Auction booklet.

Item Name \_\_\_\_\_

*Check one: (this information will be used to fill in the 'Donated by' section of your item description)*

- I purchased this item and donated it to the auction (Donated by öYour Nameö)
- I solicited a business and they donated this item to the auction (Donated by öBusiness Nameö)
- I purchased and donated this item but please put öDonated by Anonymousö in the booklet

**Where is Item From?**

Business Name \_\_\_\_\_

Business Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Phone \_\_\_\_\_

Contact Person \_\_\_\_\_

**Item Description:** *This is the description as it will appear in the booklet. Feel free to be creative here.*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Estimated Value \_\_\_\_\_

Restrictions \_\_\_\_\_

**How will we get the item? Check one:**

- I am submitting my item with this form
- I will leave the item in the school office by \_\_\_\_\_ (on or before March 6th)
- Please have someone contact me concerning pickup of the item

**Thanks for your support!**