

# PreSiDio HILL SCHOOL

## 2010 Auction Donation Certificate

Please fill in all information completely. Press firmly using a pen and print clearly. Thank you!

Date: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Donor Name/Company: \_\_\_\_\_

Donor Phone: \_\_\_\_\_ Donor email: \_\_\_\_\_

Donor Address: (street) \_\_\_\_\_ (city/state/zip) \_\_\_\_\_

Item Donated: \_\_\_\_\_

Item Description (If artwork, please include dimensions, medium, etc.—as it should appear in catalog):

\_\_\_\_\_  
\_\_\_\_\_

Retail value of item: \$ \_\_\_\_\_

Special instructions or limitations (expiration date, time limitations on use, etc.):

\_\_\_\_\_

**The item is best described as a:**

- Physical item (how many? \_\_\_\_\_)
- Gift certificate or tickets (how many? \_\_\_\_\_ attached? \_\_\_\_\_)
- This form should serve as the gift certificate
- I have no items to donate, but enclosed is my check in support of PHS for: \$ \_\_\_\_\_.

If item is not attached or cannot be delivered to Presidio Hill School, please indicate pick up instructions:

\_\_\_\_\_

Signature of Donor: \_\_\_\_\_ Date: \_\_\_\_\_

Solicitor's Name: \_\_\_\_\_ Solicitor's phone: \_\_\_\_\_

Solicitor's Address: (street) \_\_\_\_\_ (city/state/zip) \_\_\_\_\_

If you are mailing your donated item or form, please send to:

Presidio Hill School, Attention: Art for Kids' Sake,  
3839 Washington Street, San Francisco, CA 94118

*Thank you very much for your kind donation. Your gift is tax-deductible to the extent allowed by law.*

*Please return original and retain yellow copy for your records.*

**Tax ID# 94-1201211**

For Office Use Only:
Item # _____
Suggested Price: \$ _____
Minimum Bid: \$ _____
Minimum Raise: \$ _____