



Auction Donation Form

Please email completed form to teatro@coravoce.org & the4pits@comcast.net

Event Date: May 19, 2018

Office Use Only:

Item number: _____

CONTACT INFORMATION

Donor Name	
Contact Name <i>(if donor is a company)</i>	
Street Address	
City ST ZIP Code	
Phone	
E-Mail Address	
Website	

DONATED ITEM:

Name of Item Donated:

Manufacturer:		Model #:		Cost or Value:	
---------------	--	----------	--	----------------	--

Complete Description of Item *(If your item contains multiple services or products please detail in description)*

SERVICE OR GIFT CERTIFICATE INFORMATION REQUIREMENTS

If you are donating a gift certificate for a service, please include the following information in the certificate or letter.

- Name of product or service
- Description of what is included and what is excluded
- Name of person to contact for further information
- Name, address and full contact information for you or your company
- Instructions on how to redeem item
- Include any additional information such as a photo or description brochure as appropriate
- Date of expiration

SHIPPING OPTIONS *(Check One)*

I, or a representative of my company, will bring the above listed item(s) to the Teatro Cora Voce auction coordinator in Tacoma, WA. Coordinator will contact me with details. I will receive a written confirmation of where and when to turn in items.

Our company will ship the above item(s) to Teatro Cora Voce / Auction, 2913 S 11th St. Tacoma, WA 98405, to arrive by April 21, 2018.

If after April 21, 2018, you must send email to teatro@coravoce.org & the4pits@comcast.net to make special arrangements for item delivery.

Cora Voce is a 501c(3) non-profit organization. Tax ID: 30-0229881