



BOYS & GIRLS CLUBS OF TUCSON  
 P.O. Box 40217  
 Tucson, AZ 85717  
 Email: [specialevents@bgctucson.org](mailto:specialevents@bgctucson.org)  
 Phone: (520) 308-3340  
 Fax: (520)-573-3569  
[www.bgctucson.org](http://www.bgctucson.org)

**Cholla Golf February 23, 2019 - ITEM DONATION FORM**

Date \_\_\_\_\_

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

**Item Description**

Please include all facts for bid sheet marketing description and publicity; including interesting facts, unusual aspects, rarity, size, color, dates, information on donor, etc.

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

**Item Restrictions**

Number of persons, time of year, exclusion dates, geographical limitations, insurance requirements, extra fees, expiration date etc.:

\_\_\_\_\_  
 \_\_\_\_\_ Expiration Date (if certificate): \_\_\_\_\_

**Item Fair Market Value:** \$ \_\_\_\_\_ *(must be provided by donor)*

Item/Certificate Attached

Please make a certificate (please be sure information above is complete)

Item needs to be picked up. Best time/day to pick up item: \_\_\_\_\_

Contact: \_\_\_\_\_ Email address: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Donor Name (as it will appear on event materials) \_\_\_\_\_

Contact Name (if different from Donor) \_\_\_\_\_ Title \_\_\_\_\_

Donor Signature \_\_\_\_\_

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

Daytime Phone \_\_\_\_\_ FAX \_\_\_\_\_ Email \_\_\_\_\_

Company Website \_\_\_\_\_

Social Security or Federal ID \_\_\_\_\_ (Must have for any items valued at \$500 or more)

**To maximize visibility please include brochures and marketing materials for display**

**NOTE:** BGCT may package items with other auction/raffle items. Please consult your tax advisor regarding tax and IRS regulations.

Board Solicitor's Name: \_\_\_\_\_

***Please note: Completed Item donation forms must be submitted by February 1, 2019 in order to be included in the event. All donations become the property of BGCT. If an item is not used at at this event, it will be used in support of BGCT's Mission***

Items and Completed Forms may be delivered to: Boys and Girls Clubs of Tucson  
 Mail Gift Certificates to: P.O. Box 40217 Tucson, AZ 85717 or Drop off Items at: 3155 E. Grant Rd, 2<sup>nd</sup> floor  
 Or call to arrange for a pick-up: 520-308-3340

<b>OFFICE USE ONLY:</b>	FORM RECEIVED ON (DATE) _____ BY (NAME) _____	<b>PKG #</b>	<b>ITEM #</b>
	ITEM RECEIVED ON (DATE) _____ BY (NAME) _____		
	DBASE ENTRY (DATE) _____ BY (NAME) _____		