

RIVERSIDE CHRISTIAN SCHOOL

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Procurement Form for Auction Sunday April 9, 2017

Procurement Number
(For Auction Office Use)

Donation Deadline: April 4, 2017

DONOR Name (for catalog)	Phone:
	Fax:
Contact Name (if a business) & Title	Email:
Address / Mailing Address	City/State/Zip
SOLICITOR Name	Phone:
ITEM NAME	FAIR MARKET VALUE (REQUIRED) \$
ITEM DESCRIPTION (Describe in detail for use in catalog listing – include restrictions).	
<input type="checkbox"/> TANGIBLE ITEM <input type="checkbox"/> Item accompanies this form <input type="checkbox"/> Item will be delivered to Riverside Christian School on _____/_____/_____ <input type="checkbox"/> Item to be picked up by Riverside Christian School	<input type="checkbox"/> CERTIFICATE ITEM <input type="checkbox"/> Gift certificate accompanies this form <input type="checkbox"/> Auction Office should make a gift certificate for this item. <input type="checkbox"/> Expiration date ____/____/_____ (if not specified, 1 year from event)
Please choose one of the following: <input type="checkbox"/> Mail a copy of this form to the address above <input type="checkbox"/> Fax a copy of this form to the number above <input type="checkbox"/> I have made a copy of this form	