



Live/Silent Auction Donor Information Sheet

Please fill out this form as completely as possible; the information will be used to recognize donors at the event

Donor Name: _____

Contact Name: _____

Donor Address: _____

City / State / Zip: _____

Phone: _____ Email: _____

Name of Item: _____

Brief Description: _____

Note: When completing item description for ticketed events, trips or certificates, please include the event date, number of people included, package inclusions/exclusions, blackout dates, and/or expiration dates.

Estimated Fair Market Value (required) \$ _____

- | | |
|---|--|
| <input type="checkbox"/> Item or certificate enclosed | <input type="checkbox"/> Item needs to be picked up |
| <input type="checkbox"/> Display material enclosed | <input type="checkbox"/> Spare Key to create certificate |

Please return form to:
Spare Key-Attn: Mary Serie
Mail item(s) to: 101 E. 5th St, Suite 1100 St. Paul, MN 55101
• Phone: 952-406-8872
Or email form to: mary@sparekey.org

We thank you! www.sparekey.org

ALL DONATIONS ARE TAX DEDUCTIBLE -- FEDERAL ID # 41-1888767