

Joseph T. Simpson Public Library Online Auction Donation Form

The Online Auction will be held April 20-28, 2019. Please use a separate form for each donation. **Donations must be received by March 1, 2019.** The committee has the discretion to combine or separate your donation(s). Proceeds benefit the services and programs provided by the Joseph T. Simpson Public Library. Thank you for your support.

DONOR INFORMATION --- (Who is donating this item?) **CHOOSE EITHER INDIVIDUAL OR BUSINESS**

Individual Donor Name: _____

Print my name on the auction website OR Print "Anonymous" on the auction website

Phone number: _____ Email address: _____

Street Address: _____

City, State, Zip: _____

Business/Organization Donor Name: _____

Print the business name on the auction website OR Print "Anonymous" on the auction website

Business/Organization Contact person: _____

Phone number: _____ Email address: _____

Business/Organization website: _____

Street Address: _____

City, State, Zip: _____

DONATED ITEM NAME/TITLE: _____

Description: Please be complete and descriptive as this will be use to write the item description. All descriptions are subject to editing. Please specify color, quantity, size, etc. that will help "sell" your item. Include a flyer or brochure if available. Use the back if more space is needed.

Restrictions (including expiration date, if any) _____

Estimated Value: \$ _____ **(You must provide a value of your donation.)**

Optional: Submit logos, photographs, (in jpeg format only) for the item. Subject: "Photo for Auction".

Email images to simpsonlibraryauction@gmail.com

Donations and forms may be mailed to or dropped off at the Joseph T. Simpson Library, 16 N. Walnut Street, Mechanicsburg, PA 17055. Donations are tax-deductible. EIN # is 23-2149300.

Donation was solicited by personal contact. Name: _____

Donation was solicited by letter.

To be completed by committee:

Category _____ Minimum bid: _____

Date entered in program: _____ Date entered in Google doc _____