



**17<sup>th</sup> ANNUAL KIDS  
AUCTION & WORLD'S  
GREATEST BBQ**  
September 11, 2010

**Auction Item Procurement Form**

**Boys & Girls Clubs of Western Nevada**  
1870 Russell Way  
Carson City, NV 89706  
Tel: (775) 882-8820 Fax: (775) 882-0250  
Nonprofit 501 (c) (3) Tax ID # 88-0269139

**DONOR INFORMATION**

Name as it should appear in catalog \_\_\_\_\_  
Contact name and title \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Email \_\_\_\_\_  
Donor Signature (or "as per phone") \_\_\_\_\_ Date \_\_\_\_\_

**GIFT INFORMATION**

Gift item name \_\_\_\_\_ Donor estimated value \$ \_\_\_\_\_  
Is this item (select one)  New  "Experienced"  
Gift item description \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Restrictions, expiration date, number of persons, etc. \_\_\_\_\_  
\_\_\_\_\_

**AUCTION ITEM DELIVERY**

- Item accompanies this procurement form
- Gift certificate accompanies this procurement form
  - \_\_\_ Visual display provided for items such as brochures, menus, photos, etc.
  - \_\_\_ Two business cards attached
- Item or gift certificate needs to be picked up
  - Location \_\_\_\_\_
  - Date Available \_\_\_\_\_
- I would like a gift certificate made for this item
- I would like to make a cash contribution
  - \_\_\_ Check attached
  - \_\_\_ Please bill now
  - \_\_\_ Please bill in month of \_\_\_\_\_

**GENERAL**

- Please send event invitation
- Please send event catalog

**PLEASE NOTE:** The Auction Committee reserves the right to combine, split, or hold items at their discretion if they feel it will make the item more marketable for auction purposes. The Committee also reserves the right to select in which section of the auction the item will appear.

**VOLUNTEER SOLICITOR INFORMATION**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Phone \_\_\_\_\_  
Email \_\_\_\_\_

<b>For Office Use Only</b>	
Item #	_____
V	___ S ___ R ___
T	___ O ___ P ___
Catalog #	_____

**Thank you for supporting the Boys & Girls Clubs of Western Nevada!**

*The donor has received no goods or services in exchange for this donation.*