



**NOTRE DAME ACADEMY
ELEMENTARY**

AUCTION DONATION FORM

**FALL FESTIVAL AUCTION: Nov. 5, 2011
ONLINE AUCTION: Nov. 5 – Dec. 7, 2011**

PLEASE COMPLETE THIS FORM TO MAKE A DONATION OF ITEMS OR SERVICES TO OUR AUCTION

DONOR/COMPANY NAME	CONTACT NAME
ADDRESS	CITY, STATE, ZIP
EMAIL	PHONE
DONOR IS A <input type="checkbox"/> Business <input type="checkbox"/> Family <input type="checkbox"/> Staff <input type="checkbox"/> Friend	
DONATED ITEM/SERVICE	VALUE OF DONATED ITEM/SERVICE
DESCRIPTION OF DONATED ITEM/SERVICE: Include size, color, brand, model number, etc. ONE ITEM PER FORM – Please print exactly how you would like it to appear in our catalog	
CONDITIONS: Restrictions/ Dates Available/ Location/ Expiration Date (after 6/12 please) / Time Limits/ Special Instructions	
DONOR'S SIGNATURE:	DATE:
NDA FAMILY REQUESTING DONATION:	

PLEASE CHECK ALL THAT APPLY

Do you want your donation listed in the

- Online **AND** Fall Festival Auction on 11/5/11 or
- ONLY** in the Fall Festival Auction on 11/5 (**will not appear online**)

Donation is a Certificate / Service (please ensure expiration dates are after 6/2012)

- Certificate Attached
- This form will act as a Certificate *expiration date of _____ / _____ /2012

Donation is a Tangible Item

- Item accompanies this form
- Donor will deliver item to school no later than November 1st
- Item needs to be picked up. Instructions: _____

THANK YOU FOR YOUR KINDNESS AND SUPPORT!

PLEASE FORWARD YOUR DONATION TO THE SCHOOL BY 11/4/11

**Attention: AUCTION
Notre Dame Academy Elementary School
2911 Overland Ave.
Los Angeles, CA 90064**

School Site: www.ndaes.org
Auction Site: www.ndaegala.com

For more information:
Email NDAEgala@gmail.com or Fax: 310/417-3829

NDAE is a 501(c)3 non-profit organization.
Tax Exempt # 95-4567353