



2017 Auction Procurement Form

You can also complete the form online at haringcenter.org/give/auction.

DONOR INFORMATION

Business Name _____ Phone Number (_____) _____

Contact Person _____ E-mail _____

Address _____

City _____ State _____ Zip Code _____

Would you like an invitation to the Auction? Yes No

AUCTION ITEM INFORMATION

Fair Market Retail Value (required) \$ _____

Item Description for Catalog:

Restrictions (if any) _____

Expiration Date _____

Date Restrictions _____

Max. People _____

Other _____

Tangible/Physical Item

Item delivered with Procurement Form

Item will be delivered later ____ / ____ / ____

Item is part of a package

Intangible Item/Gift Certificate

Gift Certificate included with this form

Gift Certificate will be delivered later

____ / ____ / ____

EEU Auction Committee will create certificate

EEU REPRESENTATIVE CONTACT INFORMATION

Name _____

Phone Number (_____) _____

E-mail _____

NOTE: Placement in the silent or live auction by committee.
No items with reserve price. No items on consignment.
If expiration date is applicable but not stated, then expiration
date will be one year from date of auction.

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#inclusionmatters