

For Office Use Only: Received: _____ Date: _____ Item # _____



2024 FSAE Auction DONATION FORM

**Important: Please send this form
to FSAE prior to the auction; DEADLINE 5/15/2024**

DONOR INFORMATION

PLEASE PRINT CLEARLY

Donor /Company Name:	Item Category:
Donor Address:	Contact Person (if different from donor):
City: State: Zip:	
Phone Number: ()	Email:

ITEM INFORMATION

Please complete a separate form for each item donated; fill in all of the boxes below on each form.

ITEM NAME (As you would like it to appear):

Detailed Description of item (this will be used to describe your donation. Please attach a separate page if you need more room) Please include duration and location or city for restaurants & hotels. Provide marketing brochure, if available.

IMPORTANT: Must List ALL Restrictions (if applicable) Please provide a COPY of the actual certificate:

Expiration Date: (Expiration date must be 8/1/2025 or later if it's a certificate)

Market Value: \$

Suggested Starting Bid Amount (lowest bid usually starts at 1/3 of Market Value): \$

SHIPPING AND DELIVERY INFORMATION

Please check the box below that applies to you.

- ☐ I will **hand deliver** my donation **prior to May 15, 2024** to the FSAE Office, Attn: FSAE Auction, 2410 Mahan Dr., Ste. 2, Tallahassee, FL 32308.
- ☐ I will **mail** my donation **prior to May 15, 2024** to the FSAE Office, Attn: FSAE Auction, 2410 Mahan Dr., Ste. 2, Tallahassee, FL 32308.
- ☐ **Would you like to donate WINE to the wine toss?** How many bottles? _____ Will you deliver onsite or drop off before? _____
- ☐ For cash donations and other circumstances, please describe: _____

IMPORTANT: Please return this Form AND a Copy of the actual Certificate (if applicable) to:
Julia Rooney, FSAE Auction, 2410 Mahan Dr., Suite 2, Tallahassee, FL 32308

Online Auction: June 1-10, 2024;

Onsite/Mobile Auction: July 17-19, 2024, at the FSAE Annual Conference, Omni Orlando ChampionsGate Resort
FSAE Foundation FED ID: 59-2485277

If you have questions or require additional information, please call Julia at (850) 702-0833 or email Julia@fsae.org.

Who solicited this donation: _____
Are you ok with us adding your donation to another donation to make up a bigger auction basket or package (if applicable)? Yes / No (please circle one)

DEADLINE TO DONATE: 5/15/2024 Please return a copy of this form with your donation.