

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



2025 FSAE Auction DONATION FORM

**Important: Please send this form
to FSAE prior to the auction; DEADLINE 5/15/2025**

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: (<i>Expiration date must be 7/11/2026 or later if it's a certificate</i>)
	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 16, 2025** to the FSAE Office, Attn: FSAE Auction, 2410 Mahan Dr., Ste. 2, Tallahassee, FL 32308.
- I will **mail** my donation **prior to May 16, 2025** 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, 2025;

*Onsite/Mobile Auction: July 9-11, 2025, at the FSAE Annual Conference, Hilton West Palm Beach
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: 5/15/2025 Please return a copy of this form with your donation.