



2020 OAK FOREST ELEMENTARY AUCTION DONATION FORM

DEADLINE TO SUBMIT AUCTION ITEMS AND DONATION FORM IS FRIDAY, FEBRUARY 21, 2020. ANY INFORMATION RECEIVED AFTER THE DEADLINE WILL NOT BE LISTED IN THE AUCTION PROGRAM.

Donor Information (Please type or print legibly)

Donor: _____

Contact Person: _____

Address: _____
Street City State Zip

- I wish to be listed in the auction program as:
I am unable to contribute an item but wish to support Oak Forest Elementary as an auction underwriter.
Enclosed is my contribution payable to Oak Forest Elementary PTA for \$
I wish to remain anonymous
Please remove me from your solicitation list

Item Information (please use one form per item)

Item or Service Donated: _____ Fair Market Value: \$ _____

Complete Description (Please be specific and include any deadlines/restrictions/blackout dates. You may also include a photo). If this is something that will be provided to the winner in the future, please include the expiration date.

Please check all that apply to your donation:

- Gift Certificate/Tickets
Tangible Item
Item is enclosed
Arrange for pickup by OFE Volunteer
OFE has my permission to create a certificate for this item: Yes No

We gratefully acknowledge your generous support and commitment to our students' future. Oak Forest Elementary PTA is a nonprofit organization qualified under 501(c)(3) of the Internal Revenue Code. Consult a tax advisor to confirm that your donation is tax-deductible. Please keep a copy of this form for your records and return the completed form to auction@oakforestpta.com or return a hard copy with any tangible items to Oak Forest Elementary, ATTN: PTA - Auction, 1401 W 43rd Street, Houston, TX 77018. Questions? Please contact auction@oakforestpta.com.

