



Office use only:
Item number: _____

Silent Auction Donation Form – 2011

Please use a separate form for each item donated

Contact Information

Company Name: _____
Contact Name: _____
Address: _____
City: _____ State: _____ Zip Code: _____
Phone: _____ Fax: _____
E-Mail: _____
Web Site: _____

Donated Item

Name of Item Donated: _____
Value: _____ Minimum Acceptable Bid (if any): _____
(We request all items to be of \$50 or more in value)
*Complete Description of Item: _____

*If your item contains multiple services or products please describe in detail.

Service or Gift Certificate Information Requirements

If your donation is not a physical item, please provide promotional materials, brochure, and/or photograph for display during the auction. The winning bidder will be provided with your name and contact information to arrange for delivery.

If you are donating a gift certificate for a service please include the following information in the certificate or letter.

- Name of product or service
- Description of what is included and any exclusions
- Name of person to contact for further information of your company
- Instructions on how to redeem item
- Additional information such as a photo or brochure as appropriate
- Date of expiration (if any)

Shipping Options please choose one of the following:

Our company will ship the above item(s) to the WMWA/Silent Auction, PO Box 106, Jenison, MI 49428 to arrive by 05/09/2011

P.O. Boxes are not able to receive larger packages please deliver to Mani’s Photography Studio 610 Baldwin Street Jenison, MI 49428 (616) 457-5169

Would like the donated item to be picked up

*100% of the proceeds from the Silent Auction will be donated to the Leukemia and Lymphoma Society of West Michigan

*WMWA will provide a receipt of items received

*If after 05/09/2011 you must contact Megan Zonavetch info@westmichiganweddingassociation.org, 1-866-294-8979

*Any donation must be a stand alone 100% donation; contribution cannot be contingent on anything.

Thank You for your Generous Donation.