



# ST. GREGORY SCHOOL CRUSADE FOR KIDS AUCTION

140 West Main St. ♦ North East, Pennsylvania 16428 ♦ (814) 725-4571

**AUCTION USE ONLY:**  
 ITEM TURNED IN:   
 TRACKING #: \_\_\_\_\_

DONOR NAME - FOR CATALOG \_\_\_\_\_

AUCTION REPRESENTATIVE NAME \_\_\_\_\_

DONOR MAILING ADDRESS (PLEASE CHOOSE ONE:  BUSINESS  HOME)

\_\_\_\_\_

AUCTION REP PHONE # \_\_\_\_\_

STREET / PO Box \_\_\_\_\_

THIS ITEM IS  TANGIBLE  A CERTIFICATE

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

AUCTION NEEDS TO MAKE CERTIFICATE  YES  NO

DONOR CONTACT PERSON \_\_\_\_\_

DONOR PHONE # (PLEASE CHOOSE ONE:  BUSINESS  HOME) \_\_\_\_\_

ITEM/CERTIFICATE WILL BE TURNED IN BY \_\_\_\_/\_\_\_\_/\_\_\_\_

ESTIMATED VALUE OF ITEM \$ \_\_\_\_\_

DONOR SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

- DONOR WANTS INVITATION
- DONOR GIVEN GOLD COPY
- AUCTION REP KEPT PINK COPY
- FORM TURNED INTO OFFICE (ON DATE) \_\_\_\_/\_\_\_\_/\_\_\_\_

- DESCRIPTION QUESTIONS:**
- COLOR & SIZE
  - DIMENSIONS
  - QUANTITY
  - MAKE OR MODEL
  - BRAND NAME
  - HAND-CRAFTED?
  - RESTRICTIONS
  - EXPIRATION DATE
  - # OF PERSONS
  - ARRANGEMENTS ARE NEEDED IN ADVANCE?
  - DELIVERY INCLUDED?
  - PICK-UP?
  - LOCATION FOR PICK-UP
  - INSTRUCTIONS FOR PICK-UP
  - SPECIAL PHONE #S
  - DATE OF AVAILABILITY

**PLEASE DESCRIBE ITEM FOR CATALOG IN THIS BOX**  
 AND FILL IN "BRIEF DESCRIPTION OF ITEM" AND "DONOR" NAME BELOW  
**BE SPECIFIC - ANSWER ALL DESCRIPTION QUESTIONS - ONLY 1 ITEM OR SERVICE PER FORM**

NO ITEMS WITH MINIMUM BID • NO ITEMS ON CONSIGNMENT • NO COUPONS • COMMITTEE RESERVES THE RIGHT TO AMEND VALUE OF ANY ITEM • PLACEMENT IN LIVE OR SILENT AUCTION BY COMMITTEE

ITEM LABEL

**TRACKING #** \_\_\_\_\_

BRIEF DESCRIPTION OF ITEM (TO BE FILLED OUT BY AUCTION REP.) \_\_\_\_\_

ITEM LABEL

**DONOR** \_\_\_\_\_