



FLAGSTAFF ARTS  
LEADERSHIP ACADEMY

---

## Fundraising Auction & Gala – April 5, 2014 – 7:00 PM

Silent Auction Donor/Donation Acknowledgement Form

**Deadline for Donations: Monday, March 31**

Please use one form for each item donated

**Company Name** \_\_\_\_\_

**Contact Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**Phone** \_\_\_\_\_ **Email** \_\_\_\_\_

**Donated Item\*** (Please describe the item being donated such as gift certificate, services, tickets, artist and their history, karat weight of jewelry, etc. Include expiration dates, blackout dates, etc.)

---

---

**Value of Donation** \_\_\_\_\_

Is the donation enclosed? **Yes No**

Will you be dropping off the donation prior to March 31? **Yes No**

If not, should it be picked up? **Yes No** - If **Yes** contact Laura Winkler at [kdwink1@msn.com](mailto:kdwink1@msn.com) and arrange a pick up time.

FALA volunteer: \_\_\_\_\_ Phone: \_\_\_\_\_

---

On behalf of FALA's students, parents, Governing Board, and staff, we would like to thank you for your donation to our Fundraising AUCTION & GALA.

**In order to ensure that every donor is thanked and receives a receipt, it is critical that we record complete contact information.**

\*All donated items are tax deductible. You will receive a letter after the event for your records mailed to the address you provided above.

