



For AIS Office Use Only	
Live Auction _____	Silent Auction _____
Item # _____	Category _____
Database _____	GC _____
Item Recd. _____	Mkt. _____

## 2007 SPRING BENEFIT AUCTION DONOR FORM

### DONOR INFORMATION

Company/Donor Name (as printed in the auction catalog): \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address, City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**ITEM DESCRIPTION** (be very specific – include restrictions, black-out dates, exclusions and/or expiration dates):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Non-tangible items (e.g., professional services, vacation homes, etc.) require an accompanying certificate or letter printed on business letterhead or personal stationery to be presented to the highest bidder. Letters should include a description of the item, as well as restrictions, black-out dates, exclusions and limitations. Expiration date is April 28, 2008, unless otherwise noted. Marketing materials such as brochures and photos are welcome and appreciated.

Tangible items must be delivered by Monday, April 2, 2007.

Procured by: \_\_\_\_\_ Phone: \_\_\_\_\_

**Fair Market Value of Item** (for tax purposes): \_\_\_\_\_

Donor's Signature \_\_\_\_\_

Atlanta International School greatly appreciates your generosity and thanks you for your donation. An acknowledgement letter will serve as your tax receipt. This donation becomes the property of Atlanta International School and may be offered for sale at any AIS fundraising event, the proceeds of which go directly to Atlanta International School. Gifts in-kind (according to tax deductible amount) contribute toward your total 2006-07 Annual Giving upon their sale at the auction.

All donations must be received by **Monday, March 5, 2007.**

Items received after March 5 will be listed as an addendum to the Auction Catalog.

**FAX/MAIL/E-MAIL/DELIVER COMPLETED FORM & DONATION TO:**

Laura Nelson, Special Events Manager

Phone: (404) 841-3847 Fax: (404) 841-3896 E-mail: [lnelson@aischool.org](mailto:lnelson@aischool.org)

Atlanta International School, 2890 North Fulton Drive, Atlanta, GA 30305

Thank you for your support!