

# Hopewell Summer Solstice – Friday, June 23, 2023

## Silent Auction Donation Form

BidPal Item # _____	Category _____
_____ Date Received	_____ Photo of item
_____ Staff initial	_____ TY sent
_____ RE	_____ Create gift cert

Please use one form for each item donated. Print in ink and complete all applicable fields. For your convenience, you may fill out the form on line ([www.hopewellcommunity.org/auction-donation-form](http://www.hopewellcommunity.org/auction-donation-form)).

Donor/Company Name: \_\_\_\_\_

**IMPORTANT:** Please print name above as you wish it to appear in the event materials.

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_ cell/home/work

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

Email: \_\_\_\_\_ Website: \_\_\_\_\_

I am donating:  A service/experience  An item  A gift card

Item description: \_\_\_\_\_

Gift card (please consider an extended expiration date of June 30, 2024): \_\_\_\_\_

**Note: Items will not be accepted without a value.** Retail/market value or donor's estimated value: \$ \_\_\_\_\_

Donor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Please retain a copy of this form for your records. Hopewell will acknowledge all in-kind gifts received but cannot assign a monetary value, per IRS regulations. It is the donor's responsibility to assign a dollar value to all non-cash gifts. Hopewell's federal employer number is 34-1739967.*

*Donations become the sole property of Hopewell without reservation or conditions, and their disposal or liquidation will be subject to Hopewell's discretion. Acceptance of donated items in no way obligates Hopewell to display them in the silent or live auction.*

### IMPORTANT DEADLINES

**Friday, April 21:** All forms are due to Audrey Katzman (akatzman@hopewell.cc).

**Monday, May 22:** All items are due at the Hopewell Development Office.

**Questions?** Contact Audrey Katzman at 440.247.0912 ext. 2020 or at akatzman@hopewell.cc.

Hopewell Development Office | 147 Bell Street, #303 | Chagrin Falls, OH 44022 | 440.247.0912  
[www.hopewellcommunity.org](http://www.hopewellcommunity.org)