

VACATION ITEM – AUCTION DONOR FORM

ITEM AND CATALOG PRINT DEADLINE IS FIRM – DECEMBER 11, 2015.
ONE ITEM PER FORM. PLEASE FILL OUT COMPLETELY. PRINT USING BALLPOINT PEN.

At the discretion of the Auction Office, donations will be placed in either the Online Auction or the Auction Gala Event.

Donor Name _____ Phone _____ Email _____

Donor Signature _____ Person to Thank _____

Address _____

City _____ State _____ Zip _____

Contact (if different from donor) _____ Phone _____ Email _____

I wish to be listed as "A Friend of EHS" OR I wish to be listed as _____

Market Value \$ _____ (required)

Please send photographs of this vacation item to kbuckalew@ehshouston.org within one week of submitting this form. All vacation items featured in the EHS Auction MUST have accompanying photos. (**If this destination has been featured in the EHS Auction previously, we will use archived photos unless notified otherwise.)

Type of vacation item (hotel, condo, home, etc.) _____

Location _____

of days & nights _____

of bedrooms & bed sizes _____

of bathrooms _____

Maximum # of guests _____

Anything else included with donation (food, beverages, golf, etc.) _____

Any special descriptions of place _____

Time limits, restrictions, or special instructions _____

Activities available in the area _____

Please check one

- Tangible Item
- Certificate/
Tickets

Please check one

- Item is attached to this form.
- Item will be mailed to EHS on _____.
- Item will be delivered to EHS on _____.
- Item to be picked up by Pickup Committee.

- EHS has my permission to create a certificate for this item if not providing certificate/tickets or a tangible item.

(Initials of Donor if certificate is not provided.)

Auction Worker Name _____ Phone _____

Federal E.I.N. #76-0056509

FOR OFFICE USE ONLY

- Item received
- Certificate received
- Pickup
- Donor will mail/drop off
- EHS makes certificate

ORIGINAL

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