



# P.S. 212 MIDTOWN WEST SCHOOL ONLINE AUCTION: MARCH 2<sup>nd</sup> – MARCH 12TH, 2023 LIVE AUCTION IS MARCH 10<sup>TH</sup>

**PLEASE FILL OUT AND RETURN THE COMPLETED DONATION FORM BY FEBRUARY 1<sup>ST</sup> 2023. YOU CAN ALSO FILL IN THIS FORM ONLINE: <https://bit.ly/3hy7gEB>**

Please note we reserve the right to obtain additional information about your donation and/or your business from your company website. Please use a separate form for each donation and provide and additional information to help promote your items.

## DONATING BUSINESS INFORMATION

Donor or Authorized Person (print name) \_\_\_\_\_ (signature) \_\_\_\_\_

Donating Business: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_ Company Website: \_\_\_\_\_

Information to include about the business: \_\_\_\_\_

\_\_\_\_\_

## DONATION ITEM INFORMATION

Item Name: \_\_\_\_\_

Item Description and VALUE: : \_\_\_\_\_

Instructions, considerations, or restrictions: \_\_\_\_\_

\_\_\_\_\_

Expiration Date/Valid Time Period? \_\_\_\_\_

If item is a gift certificate:  certificate is enclosed OR  present this form to redeem the donation

## SUBMITTING MTW CONTACT INFORMATION

MTW Contact Name: \_\_\_\_\_ Child/Teacher/Grade: \_\_\_\_\_

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

### **THIS FORM MAY BE SUBMITTED TO THE FOLLOWING:**

**Mail:** Midtown West PTA, Attn: Auction Committee | 328 West 48th Street, New York, NY 10036

**Email:** [fundraising@midtownwestpta.org](mailto:fundraising@midtownwestpta.org) | **Fax:** 212.757.4933

MTW families can drop forms with a fundraising committee member or administrator

**Midtown West PTA is a non-profit, 501(c)(3) organization of the IRS code #133556939**