



# P.S. 212 MIDTOWN WEST AUCTION: MAR 13, 2020

YOU CAN ALSO FILL IN THIS FORM ONLINE: [bit.ly/2020AUCTION](http://bit.ly/2020AUCTION)

## OR... PLEASE FILL OUT AND RETURN THE COMPLETED DONATION FORM BY FEBRUARY 29, 2020

Provide as much information as possible and note any restrictions (expiration date, services not included, etc.). Brochures, photos, logos, and other supplemental materials are appreciated. 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.

### 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: \_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

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

If item is a gift certificate:  certificate is enclosed OR  present this form to redeem a0'inY#RkeE6

### 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:** [mtwpta.auction@gmail.com](mailto:mtwpta.auction@gmail.com) | **Fax:** 212.757.4933

MTW families can drop forms in the Auction Dropbox in the Family Center

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