

MONTESSORI SCHOOL OF ALEXANDRIA PARENT TEACHER ORGANIZATION  
LIVE AND SILENT AUCTION COMMERCIAL DONATION FORM - 2012

Tax ID: 54-0881889

MSA Date received:

Item #:

**CONTACT INFORMATION**

Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

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

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

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

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

**DONATED ITEM**

Name of Item Donated: \_\_\_\_\_ Fair Market Value: \$ \_\_\_\_\_

Complete Description of Item: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**DELIVERY OPTIONS**

- Our company will **ship** item(s), **to arrive by April 1, 2012** to the following address: Montessori School of Alexandria PTO Auction, 6300 Florence Lane, Alexandria, VA 22310.
- Donation is enclosed with form.
- Please arrange pickup of item(s) with the contact person I have identified above.

**UNDERWRITING**

Attached is my check payable to *Montessori School of Alexandria Parent Teacher Organization* for underwriting of the following portion of the Auction Gala:

- Location (full underwriting - \$1,000)
- Catering (full underwriting - \$700)
- Postage (full underwriting - \$500)
- Other \_\_\_\_\_

Note: Underwriters above \$300 may request two complimentary tickets below.

**Advertising**

I would like to be a sponsor (please circle):

Bronze: \$25

Silver: \$50

Gold: \$100

Platinum: \$150

**TICKET REQUESTS**

- My donation has a fair market value of over \$400; please send me 2 complimentary tickets to the 2012 Live and Silent Auction Gala.
- Please send me information about purchasing tickets to **the 2012 Live and Silent Auction Gala** when available.
- I do not require tickets.

\*If after March 1, 2012, please contact Cindy Lanham at (703)960-3498 for special arrangements for shipment or pick-up.