



ENFIELD MONTESSORI SCHOOL
ANNUAL GALA & AUCTION

Auction Donor Agreement Form (due on or before February 1, 2020)

Event: **Annual Gala & Silent Auction** on Saturday, March 7, 2020
La Notte, 17 Thompson Road, East Windsor, CT

Name: _____
(as it should appear in the catalog and on the auction website)

Address: _____

Phone: _____ Email: _____

Website: _____

Solicitor's Name (if applicable): _____

Auction Item Title _____ Fair Market Value \$ _____

Description: (one item per form)

Be creative! Help us sell your donation. Please describe in detail. Include color, size/dimensions, material, length of time available, etc. or provide a website where we can obtain an item description.

Restrictions and Limitations: (Number of people, number of days, season, exclusive dates, reservation requirements, expiration date, etc.)

Auction Item Logistics

All items must be received by February 1, 2020.

If item is not available for display:

- **email a digital photograph of the item** to Elizabeth Page (epage@enfieldmontessorischool.org)
- **Any props appropriate to showcase your donated item (brochures, pamphlets, display basket to represent donation) would be greatly appreciated**

Items may be brought to the school or can be picked up at your convenience by calling (860)745-5847.

This donation becomes the property of Enfield Montessori School and at the school's discretion is to be offered for sale at auction. Enfield Montessori School reserves the right not to accept certain items for auction. It is the donor's sole responsibility to comply with all applicable tax regulations.