



**Portland Lutheran School**  
 740 SE 182nd  
 Portland, Oregon 97233  
 (503) 667-3199

**Benefit Auction**

**DONOR FORM**

Please print and press hard

Solicitor \_\_\_\_\_

Phone \_\_\_\_\_

<b>Office Use Only</b>	Intake # <input type="text"/>
	Received <input type="checkbox"/>

**DONATION INFORMATION**

Actual Item     Gift Certificate\*    Fair Market Value: \$ \_\_\_\_\_

Item: (Please describe in detail) \_\_\_\_\_

Limitations, if any: (Number of people, Days/times/seasons available, Reservations required? Expiration date?) \_\_\_\_\_

\* please include a business card, logo, photo, menu or brochure if possible, to help us graphically represent your donation.

**DONOR INFORMATION**

Donor Name / Business Name: \_\_\_\_\_

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

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

Contact Person: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Donor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PICK-UP/DELIVERY INFORMATION**

**ACTUAL ITEMS**

- Donor will deliver item to PLS
- PLS will pick up item
- Item accompanies this form

Special Instructions: \_\_\_\_\_

**GIFT CERTIFICATES**

- Donor will provide certificate to PLS
- PLS will make certificate
- Certificate accompanies this form

Special Instructions: \_\_\_\_\_