2027 All in for the Lions Auction Procurement Form

Thank you in advance for your contribution! Newcastle Elementary PTSA is a non-profit organization which supports the children of Newcastle Elementary in the Issaquah School District. Throughout the school year, we sponsor family events and student programs for our school families. Newcastle Elementary PTSA is a charitable, tax-exempt non-profit organization under Section 501 (c)(3) of the Internal Revenue Code. The value of your donation may be tax-deductible. Tax ID # 77-0625672.

Newcastle Elementary PTSA – Auction

6947 Coal Creek Parkway SE #299 · Newcastle, WA 98059
Tax ID # 77-0625672 · www.newcastleptsa.org

DONOR INFORMATION

1. Name as it should appear in the catalog: (print or leave blank for anonymous)

2. Address:

3. Phone Number:

4. Email:

5. Signature:

Auction invitation?
☐ Yes ☐ No

DONATION INFORMATION

6. Item Name as it will appear in catalog:

Estimated / Fair Market Value: $

Item Description: (quantity, size, color, dates available, number of persons, weeks, etc.)

Restrictions? If yes, please provide limitations / conditions / exclusions:

Expiration Date: ☐ Certificate does not expire

(Unless otherwise stated, certificate will expire in 1 year or March 5, 2028)

DONATION DETAILS

Please complete either 7a or 7b.

☐ **7a. Tangible item (to be displayed)**
- ☐ Item enclosed
- ☐ Delivery by donor
- ☐ Pick up (Auction rep to coordinate)

☐ **7b. Non-Tangible item**
- ☐ Gift Certificate attached
- ☐ Newcastle PTSA to provide Gift Certificate

8. DISPLAY (Check one):

☐ Donor will provide:
- ☐ Display
- ☐ Promotional materials
- ☐ Please return materials to me

☐ Newcastle PTSA to provide display

9. Cash Donation (contribution amount $). Make checks payable to Newcastle PTSA.

☐ Cash Donation is eligible for Corporate Matching

10. Newcastle Elementary PTSA Procurement Contact:

Name: Cell/Email:

☐ 11. Corporate Sponsorship — Check if interested in auction sponsorship / advertising opportunities.

Sponsorships help offset auction costs with 100% of proceeds going toward improving the education of our students. Sponsorship also provides a tax-deductible, cost-effective means of advertising your business.

PLEASE SEND COMPLETED FORM VIA:

MAIL Newcastle PTSA – Auction
6947 Coal Creek Parkway SE #299
Newcastle, WA 98059

EMAIL newcastleauction2027@gmail.com
attn: Katie Green, Maryam Taylor

Please retain a copy for your records.