For Office Use Only	Procurement #	Data Entry By	Donation Date	ID Number	Catalog Number

SEATTLE PUBLIC THEATER

PLAY a PART

SEVENTH ANNUAL CELEBRATION RAISING FUN & FUNDS

MONDAY, APRIL 2, 2012 TEATRO ZINZANNI

Donor Name (as it will appear in catalog)	**CATALOG DEADLINE**: **February 24, 2012** Donations received by 2/24/12 will be listed in our auction catalog.
Business Name (if applicable)	**Item name**
Donor Contact Name (not in catalog) **Contact Phone**	**Fair Market Value** (Donor stated) **$** **Cash donation** □ Check enclosed □ Check will be mailed
Mailing Address **City** **State** **Zip**	**Donation by Credit Card** CC#: _____ Exp. Date _____ Signature _____
Business Phone **Home Phone** **FAX** **( )** **( )**	**Donor email address and/or donor website**

DETAILED CATALOG ITEM DESCRIPTION Please be complete (include quantity, pertinent valid dates, number of people, color, size, material, etc.) Please attach any additional information to this form.

GIFT ITEM RESTRICTIONS (expiration date, date specific, tax and gratuity not included, etc. Expiration date will be 4/2/13 unless otherwise noted.)

TANGIBLE ITEM □ Donated item accompanies this form □ Delivery by donor (by___/___/___) □ Please pick up my donation (address if diff. than above):	**INTANGIBLE ITEM** □ Donor gift certificate accompanies this form □ Donor gift certificate will be delivered/mailed to SPT □ SPT has my permission to create gift certificate □ Donor to provide display item (maximum space of 2 x 2 ft.)
REQUIRED: Signature of Donor Date	Name of Procurement Representative

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