



2010 DONOR FORM

Submitted by: _____ (SRS Volunteer)

Donor Name/Business _____
 (as it will appear in catalog and acknowledgement)

Contact Name _____

Address _____

City _____ State _____ Zip _____

Work Phone: _____ Mobile: _____

Email: _____

Website: _____

IN OFFICE ONLY	
Procurement #:	Starting Bid:
Category:	Actual Value:
Catalog #:	Location:
Cert. Attached:	Cert. Needed:

In accordance with IRS regulations, if the donation is over \$500, but does not exceed \$5,000, the donor must complete IRS form 8283, Non-Cash Charitable Contributions, which should be filed with the donor's tax return. In addition, should the donation exceed \$5,000, the donor may need to obtain a qualified appraisal.

Name of Item(s): _____

Donor's Stated Value: _____

Description of Item(s): _____
 (include size, color, etc)

Comments/Restrictions: _____

Exchangeable?: _____ Expiration Date: _____

Donor Signature _____ Date _____

St. Richard's School Tax status, 501 (c)3 Nonprofit Organization, Federal ID#35-6007169

This donation becomes the property of St. Richard's School and is to be offered for sale at auction on March 6, 2010. We reserve the right to combine donated items to create auction packages.

Please consult your tax advisor regarding the tax deductibility of the items donated and for current tax regulations which may or may not apply. Please return to: Michelle Rhodes, St. Richard's School, 33 East 33rd Street, Indianapolis, IN 46205. Contact Michelle by email at mrhodes@strichardsschool.org.

Please return by: **February 16, 2010**