

For Office Use Only: Received: \_\_\_\_\_ Date: \_\_\_\_\_ Item # \_\_\_\_\_



## 2010 SILENT AUCTION DONATION FORM

**Important: Please send this form  
to FSAE prior to the auction**

### DONOR INFORMATION

PLEASE PRINT CLEARLY

<b>Donor or Company Name:</b>	<b>Geographic Region of Item: (Circle one)</b> N.FL S.E.FL S.W.FL C.FL Keys Out of State <b>Other:</b> _____
<b>Donor Address:</b>	<b>Contact Person (if different from donor):</b>
<b>City:</b> _____ <b>State:</b> _____ <b>Zip:</b> _____	
<b>Phone Number:</b> (      ) _____	<b>Email:</b> _____

### ITEM INFORMATION

Please complete a separate form for each item donated; fill in all of the boxes below on each form.

**ITEM NAME (As you would like it to appear):**

**Detailed Description of item** (will be used to describe your item. Please attach a separate page if you need more room) Please include departure location and duration of stay for cruises or city for restaurants & hotels. Attach marketing brochure, if available. Your item will be listed on [www.fsaeuction.com](http://www.fsaeuction.com). If you would like to have a picture and a live link listed with the description of the item, please e-mail info and picture to [hester@fsae.org](mailto:hester@fsae.org)

**Must List ALL Restrictions (if applicable) Please provide a COPY of the actual certificate:**

**Expiration Date:** (Expiration date must be 7/21/11 or later if it's a certificate)

**Market Value:** \$

**Suggested Starting Bid Amount** (lowest bid usually starts at 1/3 of Market Value): \$

### SHIPPING AND DELIVERY INFORMATION

Please check the box below that applies to you.

- I will mail my donation prior to July 15, 2010 to the FSAE Office, Attn: FSAE Auction, 2410 Mahan Dr., Ste. 2, Tallahassee, FL 32308.
- I will hand deliver my donation no later than Wednesday, July 20, 2010 to the Auction office at The Naples Grande, Naples, FL.
- I will wait to mail my donation along with a copy of this form to arrive on July 20 – 22 to The Naples Grande, 475 Seagate Dr., Naples, FL 34103. (Gifts that arrive before July 20, 2010 will not be stored by the hotel and will be returned to the sender.)
- For cash donations and other circumstances, please describe: \_\_\_\_\_

**IMPORTANT: Please Mail this Form AND a Copy of the Certificate to:  
Hester Ndoja, FSAE Auction, 2410 Mahan Dr., Suite 2, Tallahassee, FL 32308  
or fax to Hester at (850) 222-6350**

If you have questions or require additional information, please call Hester at (850) 702-0944 or email [hester@fsae.org](mailto:hester@fsae.org).