



Lakeshore Elementary PTA  
 220 Middlefield Dr., San Francisco, CA 94132  
 (415) 759-2825 • LakeshoreElementary.org  
 Federal Tax ID# 94-3042896

# Lakeshore Elementary PTA Auction Gift Form

**We are grateful for your gift!** Please tell us about yourself and your donation or sponsorship.

What's the difference between a donation and a sponsorship? **Donations** are goods or services to be auctioned off for charity. **Sponsorships** are cash or in-kind gifts to support the cost of the auction. Both donors and sponsors are listed in our event brochure, Facebook page, and online auction catalog. The catalog links to your website and displays your logo or product/service image if you provide one or we can find a suitable image online.

YOUR INFORMATION (required)				
Name/Business:		Business Contact:		
Phone:		Email:		
Address:		Website:		
City	State	ZIP	<input type="checkbox"/> Business <input type="checkbox"/> Parent/Family <input type="checkbox"/> Alumnus <input type="checkbox"/> Teacher/Staff <input type="checkbox"/> Other _____	

DONATION DESCRIPTION (donors only)	Expiration	Qty	Item Value	Value
_____	_____	_____ x	\$_____ =	\$_____
_____	_____	_____ x	\$_____ =	\$_____
_____	_____	_____ x	\$_____ =	\$_____
<b>TOTAL:</b>				\$_____

Donor Signature: _____	Solicited for (Child's Name): _____ Rm: _____ Solicitor: _____ Phone: _____ Email: _____
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<b>SPONSORSHIP LEVEL (sponsors only) - select one:</b>	<input type="checkbox"/> <b>Platinum</b> \$500+	<input type="checkbox"/> <b>Gold</b> \$250+	<input type="checkbox"/> <b>Silver</b> \$100+	<input type="checkbox"/> <b>Contributor</b> Up to \$100
	<input type="checkbox"/> Cash gift ( checks payable to "Lakeshore PTA" and write "Auction sponsor" in the memo). Amount: \$ _____ <input type="checkbox"/> In-kind gift. Item(s) and total value: _____			

HOW WILL WE RECEIVE YOUR GIFT? (required)
<input type="checkbox"/> Gift accompanies this form <input type="checkbox"/> Gift will be dropped off in the school office gray lockbox, marked for "Spring Auction c/o Lakeshore PTA" <input type="checkbox"/> Gift will be emailed separately to pta-auction@LakeshoreElementary.org <input type="checkbox"/> Please have someone contact me to arrange pickup <input type="checkbox"/> Other (please explain): _____

**Please return this form by February 24, 2018, though donations are accepted anytime.**  
**Mailing address: Spring Auction c/o Lakeshore PTA, 220 Middlefield Drive, San Francisco, CA 94132.**

We kindly ask that certificates be valid for 1 year, expiring March 17, 2019. However, we will gladly work with your business' needs. Lakeshore PTA is a non-profit with 501(c)(3) status, Federal Tax ID 94-3042896. Donations are tax-deductible as allowed by law. Have questions? Please email [pta-auction@LakeshoreElementary.org](mailto:pta-auction@LakeshoreElementary.org)

**THANK YOU!**