



Please complete this form in its entirety and mail, fax or deliver to the address at the bottom of the page. If you have any questions or comments, we may be contacted at 240-1500 ext 333 or by email at gala@cfis.com.

Auction Contributions			
<i>Company</i> _____	<i>Contact Name</i> _____		
<i>Address</i> _____	<i>Postal Code</i> _____		
<i>E-mail</i> _____	<i>Daytime Phone</i> _____		
AUCTION ITEMS / SPECIAL CONTRIBUTIONS			
I would like to donate the following item(s) or service(s) for the live or silent auction or as a special contribution (<i>please fill out the description on reverse</i>):			
<i>Item(s) or Service(s):</i>	<i>Value:</i>		
_____	_____		
_____	_____		
_____	_____		
<i>Date Received:</i>	<input type="checkbox"/> <i>Certificate(s) attached</i>		
Please choose one of the following:			
<input type="checkbox"/>	TAX RECEIPT**	<i>Made out to:</i>	<input type="checkbox"/> Individual <input type="checkbox"/> Company
<input type="checkbox"/>	LETTER OF ACKNOWLEDGEMENT	<i>Address:</i> (leave blank if same as above)	

Please mail, fax, or deliver this form to the address below:

700 – 77th Street SW Calgary AB Canada T3H 5R1 **Tel:** 403 240 1500 ext 333 **Fax:** 403 249 5899
gala@cfis.com www.cfis.com



To assist with proper marketing of your donated item, please fill out the following:

Description:

(This is the (physical) description particulars of the item. Please be as descriptive as possible.)

Marketing Description:

(This is the information we will tell the bidders about your donated item.)

Notes/Restrictions:

(Please date any additional information, restrictions, or expiry dates that apply.)

**** TAX RECEIPT INFORMATION**

Auction Contributions – You may choose to receive an official tax receipt OR a letter of acknowledgement with marketing benefits. Charitable donation tax receipts issued for gifts of \$25 or more.