

Lexington Education Foundation  
Spring Fundraiser  
*A Celebration for Education*

April 2, 2011  
Auction Donation Form  
LEF Tax ID 043-164996

Date: \_\_\_\_\_

Donor Name as you wish to be recognized: \_\_\_\_\_ Check here if you wish to remain anonymous

Donor Address: \_\_\_\_\_

Donor Website (if applicable) \_\_\_\_\_

Donor Phone Number: \_\_\_\_\_

Donor Email: \_\_\_\_\_

What is the best way to contact you? (circle one):     *phone / e-mail*

What is the best time to contact you? (circle one):     *morning / afternoon / evening*

Item Name: \_\_\_\_\_

Item Description: \_\_\_\_\_

*Please tell us about any restrictions or conditions on use of your donation (for example, available only on specific dates or days of the week):*

Value of Item: \_\_\_\_\_

*(If you are donating multiple items, please list value of each item separately; use the back of this page or an additional sheet of paper if necessary).*

Actual item provided? (circle one)                    Yes                    No

If No: (circle one) Certificate provided by donor \_\_\_\_\_ Certificate generated by LEF \_\_\_\_\_

Method of delivery:

\_\_\_\_\_ Will be mailed/delivered by (date) \_\_\_\_\_ to LEF office at 594 Marrett Road, Suite 7, Lexington MA 02421

\_\_\_\_\_ Request for pickup: contact me for more information

Return this form by mail to: LEF, 594 Marrett Road, Suite 7, Lexington, MA 02421 or fax to LEF at 781-372-3289

**Questions? Please call Deb Jackson** at the LEF office 781.372.3288 or **e-mail** at [lefexedir@lexedfoundation.org](mailto:lefexedir@lexedfoundation.org).