



2024 Knight Event Donation Form

Disclaimer: The donation becomes the property of Bergan Catholic School. The auction committee reserves the right to combine items into packages. There is no guarantee for live auction. One donation item per form, please.

For office use only:
_____ Procurement Number
_____ Catalog Number

Donor Information: *REQUIRED

Donor Contact Name*: _____

Donor Company Name: _____

Donor Address*: _____

Donor Phone: _____ Donor email*: _____

Donor Name* : _____

(as it should appear in the catalog for recognition)

Please provide a clear and complete description of the items being donated. Please specify any restriction, expirations, dates or limitations that may apply. (This information will be used in the catalog and on the description sheet) _____

Which committee member asked you for this item?

Date: _____ 20_____

Additional Notes: _____

Declared Value:

\$ _____ **Fair Market Value**
(what is the retail or market price of the item?)

Please indicate the following regarding this item:

- | | |
|---|--|
| <input type="checkbox"/> Actual Item Provided with this sheet | <input type="checkbox"/> Donor to provide Gift Certificate |
| <input type="checkbox"/> Donor to provide display | <input type="checkbox"/> School to issue Gift Certificate |
| <input type="checkbox"/> School will provide display | <input type="checkbox"/> Anonymous Donation |

Want to donate, but don't have an item? You can still contribute by donating money.

_____ Donation to be used for Underwriting event expenses & donor to receive underwriting level benefits

_____ Donation to be used for the Knight Event planning committee to purchase an auction item

___\$50 ___\$100 ___\$500 ___\$1,000 ___\$2,500 ___\$5,000 ___Other

___Cash ___Check ___Send Statement

___Credit Card: credit card payments can be made online at <https://berganknights.org/knightevent.html>

Billing information, if different from above:

Name: _____ Company: _____

Address: _____

Questions? Please contact: _____

Live Auction/Underwriting: Bode Hill bode.hill@berganknights.org or Sarah Monke sarah.monke@berganknights.org

Bergan Catholic School
545 E 4th Street Fremont, NE 68025
Phone: Advancement Team 402-721-9683 Fax: 402-721-5366

_____ Please remove from donation list.

For office use only:
_____ Blackbaud Date: _____ Check# _____
_____ Tax Disclosure Date: _____
_____ Thank you Date: _____