

27th ANNUAL FCBA CHARITY AUCTION DONATION FORM *November 10, 2016*

TO DONATE A PRIZE, PLEASE FOLLOW THESE INSTRUCTIONS:

1. Complete a copy of this prize donation form. If donating more than one prize, please submit a donation form for each prize.
2. List the donor (individual and/or company name) as it should appear in the auction prize book.
3. Provide a detailed description of the prize and a list of all restrictions (e.g., blackout dates, attendance specifications, etc.) and instructions on how the winner is to receive the prize (attach additional sheets as necessary). All prizes are valid through November 10, 2017, unless otherwise specified.

Donor (as it should appear in the prize book): _____

Contact Person: _____

Organization: _____

Address: _____

Suite/Room/Apt.: _____

City/State/Zip: _____

Phone: _____ E-mail: _____

Item(s) Donated (please attach a separate sheet if necessary and be as specific as possible). _____

Donor Estimate of Fair Market Value (required): _____

Acknowledgement should be sent to (name, if different from contact person, and address): _____

**THIS FORM MUST BE EMAILED,
MAILED, OR FAXED NO LATER THAN
MONDAY, OCTOBER 3 TO:**

Starsha Valentine

Federal Communications Bar Association
1020 19th Street, NW
Suite 325
Washington, DC 20036-6101
Phone: (202) 293-4000
Fax: (202) 293-4317
E-mail: starsha@fcba.org

The 27th Annual Charity Auction, benefiting Miriam's Kitchen and the FCBA Foundation, will be held on Thursday, November 10, at the Sphinx Club at the Almas Temple, 1315 K Street, NW beginning at 6:00 p.m. Admission is free.

**ALL DONATIONS MUST BE DELIVERED TO THE FCBA OFFICE NO LATER THAN
MONDAY, OCTOBER 17.**

Prize donations valued at \$2,000 or greater will receive additional recognition. Prize donations of any value may be "bundled" with other prizes for inclusion in the live, silent or online auction(s). The Auction Committee may offer any prize donation valued at \$50 or less as a raffle prize. Cash donations are accepted and may be used toward the purchase of auction prizes or added directly to the auction proceeds at the Auction Committee's discretion.