



THE RICHMOND GRADE SCHOOL PTO PRESENTS

TAILGATE 4 EDUCATION

Richmond Grade School
5815 Broadway
Richmond, IL 60071
(815) 678-4717

Donation Form

Richmond Grade School PTO, Inc. is planning its 15th Annual Tailgate 4 Education Auction which will take place on October 19, 2019 at Nippersink Country Club. Please complete this form and return it with your donation item(s) to the school office. If you have any questions, please contact Marcy Garrison at 224-612-4002 garrisonfamily21@gmail.com or Heather Folbrick at (847) 707-6367 hfolbrick@gmail.com.

Name/Company: _____

Contact: _____ Phone: _____

Street Address: _____ City: _____ Zip: _____

Donor's Name (as it should appear in the program): _____

Description of Donated Item (please include any blackout dates or restrictions): _____

Value: _____ Expiration Date: _____

Please retain a copy of this form for tax purposes. **501 (c) (3) Tax Number 46-3130620**

Monetary Donation: () \$25.00 () \$50.00 () \$100.00 () \$150.00 () \$200.00

() Other \$ _____

Donor requests that monies be used to purchase an item to Sponsor or requests a specific item to Sponsor _____

Gift Certificates: () Donor's own form/gift certificate enclosed
() Donor requests that an Auction Certificate be created

Merchandise: () Donor will deliver to Richmond Grade School
() Donor requests pick-up of merchandise

PLEASE NOTE: This form must be received by October 4, 2019 in order for your donation to be included in the auction program.

Thank you for your support!