

# DONATION AGREEMENT FORM

The Mayor's Charity Ball | May 12, 2018

**YES**, I/we wish to donate a tax-deductible auction item(s) to be sold at the 19th Annual Mayor's Charity Ball to benefit two West Hartford non-profit organizations: Playhouse on Park and The Town That Cares.

**BENEFITS:** Event Signage | Recognition in Event Program | Opportunity to Expand Marketing Reach

The undersigned donor hereby agrees to donate the following described property or services to The Mayor's Charity Ball:

**DONOR:** \_\_\_\_\_ **TEL:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**CONTACT PERSON:** \_\_\_\_\_ **TITLE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**DESCRIPTION OF DONATION:** \_\_\_\_\_

\_\_\_\_\_

**SPECIFIC TERMS, DATES, & CONDITIONS:** \_\_\_\_\_

\_\_\_\_\_

**DONOR-ESTIMATED VALUE:** \_\_\_\_\_

**EXACT WORDING OF DONOR'S NAME FOR THE PROGRAM:** \_\_\_\_\_

**DONOR'S SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**SOLICITED BY:** \_\_\_\_\_ **\*RETURN FORM BY MARCH 30, 2018\***

Please return completed form to The Mayor's Charity Ball, P.O. Box 270788, West Hartford, CT 06127-0788  
OR drop off at West Hartford Town Hall, 50 South Main Street, Department of Leisure Services, Room 128.  
If necessary for the donated item to be picked up or delivered at a later date please indicate specifics here:

\_\_\_\_\_

## CONTACT:

**The Mayor's Charity Ball**

**E:** [info@themayorscharityball.org](mailto:info@themayorscharityball.org) **P:** 1-877-439-2929 **W:** [www.themayorscharityball.org](http://www.themayorscharityball.org)

\*Donations received after the above deadline or incomplete forms will be accepted  
at the discretion of The Mayor's Charity Ball Auction Committee\*