

**2019 Xavier Annual  
Holiday Dinner & Auction  
Saturday, November 16, 2019**



*women of faith pursuing excellence*  
**Xavier College Preparatory**  
Roman Catholic High School

# Donation Item/In-Kind Agreement Form

Please complete with ballpoint pen    Xavier Tax ID: 26-3832736

Xavier College Preparatory is a non-profit organization under IRS Code 501 (c)(3)

Donor Information		
Donor or Company Name	Phone	Gift Solicited By
Donor Name	Email	Date
Company Name (if different)		Donor Signature
Address		<input type="checkbox"/> Please send me an invitation to the auction
City, State and Zip		Item # (office use only)
Donor Website Address		Category (office use only)

Donated Item Information			
Catalog Item Name (60 characters maximum)			
Item Description (300 characters maximum - quantity, size, color, date, restrictions or other information to ensure understanding of the item)			
Item Value (fair market value)	Expiration Date	<input type="checkbox"/> Donor to provide promotional material	Please email picture of corporate logo or donated item in <b>jpg or png format</b> to: <i>mmurphy-fontes@xcp.org</i>

Storage Location Information	
<input type="checkbox"/> XCP Gift Storage (office use only) <input type="checkbox"/> Gift Certificate File (office use only) <input type="checkbox"/> Gift Certificate Needed <input type="checkbox"/> Donor to provide Gift Certificate (by date: _____) <input type="checkbox"/> Auction Committee to create Gift Certificate <input type="checkbox"/> Arrange for delivery of large or perishable items Contact name, phone # and date: _____ _____	<p>Thank you for your support!</p> <p>Please return to:  <b>Xavier College Preparatory Mothers' Guild</b>  <b>Annual Holiday Dinner &amp; Auction</b>  <b>4710 N. Fifth Street, Phoenix, AZ 85012-1738</b></p> <p><b>mmurphy-fontes@xcp.org</b></p> <p>For information, please contact:            Maria Murphy-Fontes 602-240-3138, mmurphy-fontes@xcp.org</p>

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**DEADLINE FOR ITEM SUBMISSION TO AUCTION: FRIDAY, NOVEMBER 1, 2019**