

# 2020 JDRF Hope Gala, Keys to a Cure

Mississippi Chapter

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## ProCUREMENT Form

Please Complete And Submit Form No Later Than December 3, 2019

DONOR INFORMATION			
<b>Donor Name</b> (list exactly as you would like to appear in print )			
<b>Contact Name</b> (for arrangements)		<b>Contact Phone</b> (for arrangements)	
<b>Address</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
<b>Phone</b>	<b>Fax</b>	<b>Email</b>	
<b>Name of Individual for Thank You / Tax letter</b> (if different than donor/contact name)			
DESCRIPTION OF DONATED ITEM (To be completed by Donor)			
<b>Item Name</b>		<b>Fair Market Value \$</b> (must provide for tax purposes)	
<b>Donation Description:</b> Please describe item in detail. (color, quantity, etc.) <b>Note:</b> When donating a privately owned vacation property, please submit photos to mississippi@jdrf.org			
<b>Restrictions:</b> Please state any limitations or special restrictions (date/time specific, gratuity not included, advanced reservations required)			
<b>Donation Items:</b> Item to be displayed at auction (Please: Include any appropriate prop materials and note if they should be returned)			
<input type="checkbox"/> Item accompanies donor form	<input type="checkbox"/> Certificate accompanies form		
<input type="checkbox"/> Donor will deliver to JDRF by ____/____/____	<input type="checkbox"/> Donor request's certificate created by JDRF		
<input type="checkbox"/> Donor requests pick-up of donation	<input type="checkbox"/> Donor prop included; To be returned to Donor	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<b>Signature of Donor</b> _____		<b>Date</b> _____	
(Donation cannot be processed without donor signature)			
<b>Please Send Completed Form to Address / Email Above</b>			
Pink Sheet - Donor Copy		Yellow Sheet - Solicitor Copy	
White Sheet - JDRF Copy		<b>Procured by:</b> _____	