



**AUCTION DONATION AGREEMENT**

**INDIVIDUAL or BUSINESS NAME:** \_\_\_\_\_  
(as you would like it to appear online as a recognized donor)

**CONTACT:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_ **CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**PHONE: Business:** \_\_\_\_\_ **Cell:** \_\_\_\_\_ **Home:** \_\_\_\_\_

**DONATED AUCTION ITEM INFORMATION**

**DESCRIPTION** (include size, materials, etc.)      **Please Circle One:**      **Gift Certificate**      **Item**      **Service**

**VALUE:** \$ \_\_\_\_\_ **INSTRUCTIONS OR RESTRICTIONS:** \_\_\_\_\_

- DELIVERY:**
- I will mail/deliver the item to BGFC
  - Please have a volunteer pick up the item on (date) \_\_\_\_/\_\_\_\_/\_\_\_\_ from the above mailing address.
  - Item has already been picked up by Blue Grass Farms Charities

**CERTIFICATE DONATIONS PLEASE NOTE:** If donation is a certificate, please enclose the certificate when returning the agreement.

**ACKNOWLEDGEMENT STATEMENTS/ TAX INFORMATION**

**Please read and initial the following acknowledgement statements:**

- \_\_\_\_ Initials      I understand that proceeds from *Casino Night at the Livery* auction benefit *Blue Grass Farms Charities (BGFC)*.
- \_\_\_\_ Initials      I understand that all donated auction items become the property of *BGFC*.
- \_\_\_\_ Initials      I understand that *BGFC* is not responsible for any services donated to the *Casino Night at the Livery* auction. Services donated are a contract between the donor and the winning bidder.
- \_\_\_\_ Initials      I understand *BGFC* reserves the right to set the minimum bid and is under no obligation to inform the donor of the price at which the item was sold.

**Please read and sign:** I, the undersigned, hereby donate auction item(s) to *BGFC* and understand that all donated items become the property of *BGFC* and may be assigned by *BGFC* to the winning bidder at the auction. All proceeds benefit *BGFC*. If the donated item includes a contract to provide future goods or services, I understand the party placing the winning bid will contract for such goods and services with the donor for such goods and services. Any restrictions or limitations regarding the donation have been set forth above.

**Signature of Donor** \_\_\_\_\_ **Date** \_\_\_\_\_

**Tax Information:** Under tax regulations, the IRS requires that you have a receipt as documentation in order to ensure tax deductibility of your gift. The IRS considers a deductible contribution as limited to the excess of the amount contributed over the amount of goods or services provided to you. You must determine the value of your in-kind donation. *BGFC* is a 501(c)(3) tax organization, tax ID number 20-0374962.

**PLEASE RETURN THIS AGREEMENT AT YOUR EARLIEST CONVENIENCE USING ONE OF THESE OPTIONS:**

**MAIL or IN PERSON:** Blue Grass Farms Charities      or      **Scan and Email to:** info@bgfcky.org  
 340 Legion Drive, Suite 20      **FAX to:** (859) 219-0670  
 Lexington, KY 40504

**Thank You for Your Generous Auction Donation!**

