



## Larchmont Charter School 2011 Spring Auction Donation Form

**Donor Information** All fields are required to receive a tax receipt & acknowledgement!

Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_  
first name last name

Address: \_\_\_\_\_  
street address  
city state zip

Phone & Email: \_\_\_\_\_

**May this item be sold via other venues to benefit the school (ie: eBay, etc) ?**  yes  no (mainly applies to rare & high-priced items)

LCS Contact: \_\_\_\_\_  
first name last name phone #

**Item Description – INCLUDE AS MUCH DETAIL AS POSSIBLE (use reverse or attach description if necessary)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Estimated Retail Value:** \_\_\_\_\_ **Restrictions:** \_\_\_\_\_

For meals, please include a restaurant menu.

For vacation or travel, please include a brochure or photo and a full description, including restrictions!

For theater tickets and entertainment packages, please provide program information.

Attach gift certificate or equivalent, if applicable.

*The auction committee reserves the right to combine and/or present the donations at its discretion.*

You may leave items and forms at the LCS office labeled:  
Silent Auction Committee

You may mail items and forms to:  
Larchmont Charter School Silent Auction  
attn: Josette Bowers  
209 S. Wilton Place  
Los Angeles, CA 90004

You may fax forms to: 323-836-0863

Questions: Contact Lisa Anderson 323-852-0508  
LisaleeinLA@Gmail.com

(lower portion for vendor)

### Larchmont Charter School Donation Receipt

Larchmont Charter School is classified as a 501(c)(3) non-profit organization, Tax ID #57-1206928. Donations made to LCS qualify as tax-exempt under the Internal Revenue Service code. Your contribution is tax deductible to the extent permitted by law.

Date: \_\_\_\_\_ LCS Parent Signature: \_\_\_\_\_

Item Description: \_\_\_\_\_

Value: \_\_\_\_\_