



## 2023 KNIGHT EVENT DONATION FORM

Disclaimer: The donation becomes the property of Archbishop Bergan Catholic School.  
The auction committee reserves the right to combine items into packages.  
There is no guarantee for live auction.

For office use only:

\_\_\_\_\_ Procurement Number

\_\_\_\_\_ Catalog Number

### **DONOR INFORMATION: \*REQUIRED**

Donor Contact Name\*: \_\_\_\_\_

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

Donor Address\*: \_\_\_\_\_

Donor Phone: \_\_\_\_\_ Donor email\*: \_\_\_\_\_

Donor Name\* : \_\_\_\_\_

(as it should appear in the catalog for recognition)

Please provide a clear and complete description of the items being donated. Please specify any restriction, expirations, dates or limitations that may apply. (This information will be used in the catalog and on the description sheet) \_\_\_\_\_

Which committee member asked you for this item?

Date: \_\_\_\_\_ 20\_\_\_\_\_

Additional Notes:

### **DECLARED VALUE:**

\$ \_\_\_\_\_ **FAIR MARKET VALUE**  
(what is the retail or market price of the item?)

### **PLEASE INDICATE THE FOLLOWING REGARDING THIS ITEM:**

\_\_\_\_\_ Actual Item Provided with this sheet

\_\_\_\_\_ Donor to provide display

\_\_\_\_\_ School will provide display

\_\_\_\_\_ Donor to provide Gift Certificate

\_\_\_\_\_ School to issue Gift Certificate

\_\_\_\_\_ Anonymous Donation

### **WANT TO DONATE, BUT DON'T HAVE AN ITEM? YOU CAN STILL CONTRIBUTE BY DONATING MONEY.**

Donation to be used for Underwriting event expenses & donor to receive underwriting level benefits \_\_\_\_\_

Donation to be used for the Knight Event planning committee to purchase an auction item \_\_\_\_\_

\_\_\_\$50 \_\_\_\$100 \_\_\_\$500 \_\_\_\$1,000 \_\_\_\$2,500 \_\_\_\$5,000 \_\_\_Other

\_\_\_Cash \_\_\_Check \_\_\_Send Statement

\_\_\_Credit Card: credit card payments can be made online at <https://bergan.ticket.quego.net/tickets/list>

Billing information, if different from above:

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

Address: \_\_\_\_\_

### **QUESTIONS? PLEASE CONTACT:**

Silent Auction: Amy Cone [amycone@gmail.com](mailto:amycone@gmail.com) or Christina Pieper [cmjindra@hotmail.com](mailto:cmjindra@hotmail.com)

Live Auction: Jake Herre [jacobherre@yahoo.com](mailto:jacobherre@yahoo.com) or Niki Herre [nikiherre@yahoo.com](mailto:nikiherre@yahoo.com)

Underwriting: Melissa Hapke [bhapke@neb.rr.com](mailto:bhapke@neb.rr.com)

Archbishop Bergan Catholic School

545 E 4th Street Fremont, NE 68025

Phone: Dan Koenig 402-721-9683 Fax: 402-721-5366

For office use only:

\_\_\_\_\_ Blackbaud Date: \_\_\_ Check#

\_\_\_\_\_ Tax Disclosure Date: \_\_\_\_\_

\_\_\_\_\_ Thank you Date

\_\_\_\_\_**PLEASE REMOVE FROM DONATION LIST.**