



Rotary Club of Houghton Lake

(Federal Tax ID: 38-2644689)

Silent Auction – April 27, 2019 – 7:00 PM

Auction Procurement Form



Rotarian: _____

Phone: _____

Item Description:

Retail Cost: _____

Donor's Name: _____

Address: _____

Phone: _____

Email: _____

**Please attach
2 or more donor
BUSINESS CARDS
here!**

CERTIFICATES MUST BE PROVIDED BY THE DONOR!

- Certificate is attached to this form
- Certificate will be delivered by Rotarian
- Certificate **EXPIRES** on DATE: _____

AUCTION items MUST delivered **two weeks prior** to Auction

- Item has been delivered to _____
- Very Large or Consignment items - Please describe details below

(NOTE: Consignment items must guarantee \$500 profit for Rotary)

I, the donor of the above items or services for the Rotary Auction, certify that I am its owner and will provide appropriate title to the purchaser of the item. I agree that I am fully responsible for any legal procedures, costs, and/or settlements arising from the sale of these goods or services by the Rotary Club of Houghton Lake.

Donor's Signature: _____ Date: _____

Received by: _____ Date: _____