



Art Donation Form

- A copy of this form must be completed and included with each individual donation for inclusion in the auction and for tax documentation.
- **All on-air copy is written from information provided by you on this form.** Please remember that while you may be an expert on your donated item, our auction staff and copywriters may not. Please include all relevant details, even if they seem obvious to you! Attached copies of descriptive brochures, provenance or formal appraisals are helpful to us as well.
- Artists are encouraged to attach a current biography and/or resume *even if you have done so in the past.*
- A tax form based on the donor information will be sent to all donors within 60 days after the auction is completed.
- Our donation deadline is **September 30, 2005**. Donations are appreciated as soon as possible.

Donor Information

Donor Name: _____
(Donor Name, whether an individual or business, is the name used on-air and for tax purposes.)

Contact Name: _____ Title: _____
(If different from donor name above.)

Address: _____ Phone: () _____

City: _____ State: _____ Zip: _____

Email Address: _____

(Please Check One.) This item is a single donation.

This item is one of 6 donations from a single donor/gallery _____
(Donor or gallery name above.)

I am represented by the following gallery(s) or art organization(s): _____

Recent exhibitions and/or awards (Please feel free to attach a summary) _____

Item Information

Name/Title of donation: _____

Value of donation: _____ (Minimum value \$75. Please use an appraised or estimated retail value. This is for on-air, insurance and tax purposes.)

Verbal description of item: _____

Artist's Name: Same as Donor Name above Or, please write the artist's name here: _____
(Please continue to reverse side....)

