

## 2025 Circle for Children Auction Procurement Form

### Donor Information

Donor or Company Name *[As it should appear in the auction listing]:*

Donor Contact Person:

Donor Address:

City:

State:

Zip:

Donor Phone:

Donor E-mail:



### Donated Item Information

List Detailed Item Description Below:

*[As it should appear in the auction listing - Quantity, size, color, restrictions and other information needed to describe the donated item(s)]*

Item Value *[Fair Market Value]:*


*Donor provides the estimated value above; the Circle for Children is not responsible for valuation of your donation. This in-kind donation is a contribution to the **2025 Circle for Children** auction on **Sunday, March 30, 2025, at Your 3<sup>rd</sup> Spot in Atlanta**. A complete list of all donors and their contributions will be published in the auction listing online, to be distributed to the Gala guests and members of the Circle for Children. Donations may be combined with other items. All donations become the property of the Circle for Children until sold during the auction. If the item(s) does not sell at Your 3<sup>rd</sup> Spot, it will be sold at another event by the Circle for Children and its beneficiaries.*

### PLEASE INDICATE LOGISTICAL INFORMATION FOR OBTAINING THE DONATED ITEM(S)

<input type="checkbox"/> Tangible Item <input type="checkbox"/> To be delivered by donor to Sterling Lanken's home: <b>172 Atlanta Country Club Dr., Marietta GA 30067</b> <i>(should be delivered no later than Mar. 2, 2025)</i>	<input type="checkbox"/> Gift Certificate <input type="checkbox"/> Donor to provide certificate <i>(dates valid should begin March 30, 2024)</i> <input type="checkbox"/> Circle for Children to create certificate
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**Please return to:** Sterling Lanken, auction chair; [sterling.lanken@gmail.com](mailto:sterling.lanken@gmail.com) or [circle4children@gmail.com](mailto:circle4children@gmail.com)

**Keep a copy of this donation form as a receipt for your tax records.**

The Circle for Children is a Georgia 501(c)(3) non-profit charitable foundation.  
 Tax ID 58-6038374. <http://circle4children.org>