

**St. Andrew's United Church**  
**Annual Christmas Craft Sale,**  
**Bake Sale and Silent Auction**  
November 4th, 2017

(Office use)
ITEM # _____
LOT # _____

# ***Business Donation Form***

***PLEASE complete ALL the info; one sheet for EACH item! Thanks!***

Description of item or service: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Retail value: \$ \_\_\_\_\_

Name of Owner or contact: \_\_\_\_\_ Telephone: \_\_\_\_\_

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

Do you want a tax receipt?: Yes \_\_\_\_\_ No \_\_\_\_\_

To issue a tax receipt we need either a Business Card OR the following information (please make sure your **full address** is included) and the **VALUE OF THE ITEM**:

_____	
Donor Business Name	
_____	
Address/Phone	
_____	_____
City/Town	Postal code

**OR**

<p>Please staple Business Card Here</p> <p>(Attach a second business card to the item if possible)</p>
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**Thank you for your generous donation**