

UUCP Virtual Auction Donation Form Instructions

The UUCP Virtual Auction Donation Form can be found on the UUCP website under the Members, Useful Documents section. Clicking on the link will download the form to your computer.

Value: is what the donor says the item is worth, or the dollar amount of a gift certificate.

Name of Business / Organization: is the name of the business that is making the donation (leave blank if not a business).

Your Name: is the name of the person representing the business, or the name of the individual.

Address, Phone & Email: is the address, phone and email of the individual or contact person who made the donation

Solicitor: Name of the person who solicited the donation if the donation is from outside the congregation

What to do with the completed form

- 1) Download the attached form (for Businesses) and print it out.
- 2) Bring the form to the vendor to fill out.
- 3) Take a photo of the gift card/coupon/business card
- 4) Send the completed form and photo to communications@uucpalisades.org

Please remember that we need pictures whenever possible. For businesses, an image of the coupon or business card helps if they do not have another image they would like us to use. Images should be emailed clearly identifying which item they are for. Thanks.