

# AT-YOUR-SERVICE AUCTION FORM

Please complete a separate form for each item/service donated.

## LIVE AUCTION DONATIONS:

- Recreation, Tours & Excursions
- Services & Instruction
- Dinners & Parties

## SILENT AUCTION DONATIONS:

- Prepared Food Items
- Arts & Crafts
- Miscellaneous Items

*Note: Live Auction generally includes services and activities. Silent Auction includes tangible items displayed on auction night. Silent Auction items must be new, with a value of at least \$25. No yard sale items, please. We may adjust the category of your donation if appropriate.*

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Title and Description of Donation: Please give as much descriptive detail as possible. Be creative! \_\_\_\_\_

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When? \_\_\_\_\_

**TIP:** Setting a specific date for events designed for multiple bidders is highly recommended. If you don't, scheduling a mutually agreeable date for several bidders may be difficult. To avoid disappointed guests, **schedule a date and stick to it!**

Where? \_\_\_\_\_

Offered to how many bidders? \_\_\_\_\_

Optional: Comments about special terms and restrictions: \_\_\_\_\_

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Estimated Value: \_\_\_\_\_ Minimum Bid: \_\_\_\_\_

**Estimated Value** is what you would normally expect to pay for this item or service. Do not underestimate, and don't be modest! You **MUST** place a specific monetary value on your offering; do not use "priceless" or another general adjective.

**Minimum Bid** is the bid amount below which it would not be worth your while to offer this item. It is generally lower than the estimated value to spark more bidding action.

**AUCTION CATALOG DEADLINE: SUNDAY, APRIL 1 ▪ AUCTION EVENT: SATURDAY, APRIL 14**

Place forms in the auction box in the foyer of the Fellowship; mail forms to UUFF, 25 Chalice Circle, Fredericksburg, VA 22405; or email all information to [uuff@verizon.net](mailto:uuff@verizon.net).