

# WTVP AUCTION DONOR FORM

101 State Street  
PO Box 1347  
Peoria IL 61654-1347  
(309) 495-0547  
(309) 677-4730 Fax  
auction@wtvp.org



FOR OFFICE USE ONLY

ITEM # \_\_\_\_\_

Inventory Code \_\_\_\_\_

Multiple Donor # \_\_\_\_\_

Four Star  Four Star Mega

Online  \_\_\_\_\_

Location:  Warehouse

Locked  Other \_\_\_\_\_

On-Air Day \_\_\_\_\_

# of Bids \_\_\_\_\_

**PLEASE:**

Print and Press Hard  
Fill out one form for each item  
valued at minimum level

## Donor Information

Donor \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Contact Person \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Donor ID # \_\_\_\_\_

One-Time Donor  New Donor

## Item Information

ITEM \_\_\_\_\_ VALUE \$ \_\_\_\_\_ .00

DESCRIPTION (Please include color, brand, model #, material)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Restrictions \_\_\_\_\_

Size / Dimensions \_\_\_\_\_ Certificate Expiration Date \_\_\_\_\_

Art Title " \_\_\_\_\_ "

Donor Name Pronunciation \_\_\_\_\_

Donor Signature \_\_\_\_\_ Date \_\_\_\_\_

WTVP Representative's Name \_\_\_\_\_

Merchandise  
# of pieces \_\_\_\_\_

Gift Certificate  
# of certificates \_\_\_\_\_

Display Aid:  
 Busn Card  
 Brochure  
 Picture  
 Other:  
\_\_\_\_\_

Return

Underwriting  
 Enclosed  
 Invoice

Cash Donation  
 Enclosed  
 Invoice

In-Kind Support  
 Donor Anonymous  
 Advise Donor of High Bidder

### PRODUCTION NOTES:

X-AREA

TAPE

ESS

Images: Common Drive/Auction

**All items donated become the property of WTVP and are offered for sale at an auction/event.  
Auction proceeds assist WTVP in providing quality television programming for the people of Central Illinois.  
THANK YOU FOR SUPPORTING THE WTVP AUCTION!**

**WHITE:** Inventory Control **YELLOW:** Script Writer / Troubleshooter **PINK:** Auction Office **GOLDENROD** (back copy): Donor