



Jeffco Schools Foundation Silent Auction Item Form – Nov.13th – Dec.4th 2021

Dear Partner,

Thank you so much for contributing to the Jeffco Schools Foundation to support us in supporting our Jeffco Public Schools serving over 80,000 students, 160 schools, and 14,000 employees. Please fill out this form with details on your donation item and send to Caitlin Turner at cturner@fetecorporateevents.com.

Auction Donation – Item Specifications

Please Fill Out, Including Images and Video – Links or Attachments Included

Donor Contact Name:

Donor Contact Company/Org:

Donor Contact Email:

Donor Contact Phone:

Donation Item Information: *Internal description of item, donor, etc.*

Name (30 Characters Max): *Title of item as it should appear on on-line auction platform.*

Description (Brief description of the item, design and build process, and dimensions): *Insert*

Donated By: *This can include a partnership name, or appropriate context.*

Company Name(s): *This can include more than one company. Please list companies here.*

Display on Item: *This can include individual names, but is optional.*

Acquisitional Costs: *Please include and costs associated with acquiring an item.*

Buy Now Price: *Price for one to purchase the item.*

Item Certificate Notes: *Instructions for how the winner will acquire the item.*

Images and Video

Main Image: *Recommended image size is 1088 x 816 pixels with a maximum filed size of 1MB.*

Additional Images: *At your discretion. This can include company logos as well.*

YouTube Video Link: *At your discretion.*