



# 2024 SILENT AUCTION/SPECIAL GIFTS CONTRACT

The Crystal Charity Ball - December 7, 2024

DONOR NAME \_\_\_\_\_

CIRCLE ONE ALPHABETIZING LETTER FOR INDEXING IN PUBLICATIONS  OR  **DONOR ANONYMOUS**

E-MAIL \_\_\_\_\_ CONTACT PERSON \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY/STATE \_\_\_\_\_ ZIP \_\_\_\_\_

**DONATION INFORMATION** PLEASE NOTE - DUE TO SPACE LIMITATIONS, WE CANNOT ACCEPT ARTWORK, FURNITURE OR OTHER BULKY ITEMS.

**TYPE OF DONATION**

Gift Certificates are preferred (Donor provides certificate\*)  
GIFT CERTIFICATES MUST BE VALID UNTIL DECEMBER 7, 2025.

Merchandise

\*PLEASE CHECK THIS BOX IF YOU WOULD LIKE CRYSTAL CHARITY BALL TO CREATE A GIFT CERTIFICATE ON YOUR BEHALF BASED ON THE DESCRIPTION AND RESTRICTION INFORMATION PROVIDED.

**VALUE OF DONATION**

\$ \_\_\_\_\_

A MINIMUM DONATION OF **\$500** IS REQUIRED TO BE CONSIDERED FOR CATALOG SUBMISSION.

PLEASE NOTE - Donation placement selection in catalog is based on gift value and/or pairing opportunities with other Silent Auction/Special Gifts donations. The Crystal Charity Ball reserves the right to edit descriptions of all donations and to include or decline donations. Names of winners and all bidding information is confidential and will not be disclosed. The Crystal Charity Ball will provide acknowledgement of your tax deductible gift. **Donor will provide print-ready artwork via e-mail to bshaw@crystalcharityball.org or a file transfer service like Dropbox.** The files should include the donor's company logo and a 300 dpi, full color image with a minimum size of 8" x 10".

Please provide a detailed description of your donation which will be considered for printing in the catalog.

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\_\_\_\_\_

RESTRICTIONS (if any) \_\_\_\_\_

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

CONTRACTS AND/OR DONATIONS MUST BE RECEIVED BY **SEPTEMBER 6, 2024** TO ACCOMMODATE DEADLINES.

\_\_\_\_\_  
Solicitor's Signature

\_\_\_\_\_  
Donor's Signature

\_\_\_\_\_  
Solicitor's Telephone Number / E-mail

\_\_\_\_\_  
Date Signed By Donor

RETAIN A COPY OF THIS CONTRACT FOR YOUR RECORDS. MAIL CONTRACT AND GIFT CERTIFICATE TO:

**Lindsay Ballotta & Shannon Graham, Silent Auction / Special Gifts Co-Chairs**  
**The Crystal Charity Ball**  
**3838 Oak Lawn Avenue, Suite L150 - Dallas, Texas 75219**

For Office Use Only: SA  SG