



Encompass
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SPECIAL EVENT PROCUREMENT FORM

1	DONOR/BUSINESS NAME (for catalog and promotional materials)			4	VALUE OF DONATION
	Name of Contact Person (if different than donor)				
	Mailing Address				
	City, State, Zip				
	Phone				
	E-Mail				
2	DONATION (one item per form, please)				
	Description of item (indicate limitations or restrictions)				
3	SIGNATURE OF DONOR	DATE	PROCURER'S NAME & PHONE NUMBER		
			Tax information: YOUR DONATION IS TAX DEDUCTABLE UNDER IRS 501 (C) 3 Encompass Tax ID #: 91-0825232		

\$ _____

 _____ Donation Enclosed

 _____ Item Needs to be Picked Up

 _____ Item Will be Mailed/Delivered

 on _____

 _____ Event Committee Needs to Create Gift Certificate