

# AUCTION & RAFFLE DONATION FORM



COMPANY NAME:	
CONTACT:	
ADDRESS:	
PHONE:	EMAIL:

## DONATION DETAILS:

Contributor's name as it should appear in the program: \_\_\_\_\_

Description of donated item(s):

*\*If artwork, please provide: name of the piece, dimensions, artist name and a biography.*

Retail Value of donated Item: \$ \_\_\_\_\_

Receipt to be issued to: \_\_\_\_\_

*(If you are donating an auction item, an invoice must accompany this form in order to receive a Gift in Kind tax receipt)*

Please include any additional information or conditions that apply to this item:

\_\_\_\_\_

- I would like to arrange for a STARS volunteer to pick up my donation.
- I would also like to purchase \_\_\_\_\_ Gala tickets. Please contact me for payment.

## PLEASE RETURN COMPLETED FORM TO:

STARS Foundation  
Suite 100, 1519-35 Ave East  
Edmonton International Airport, AB T9E 0V6  
Phone: 780.890.3145  
Fax: 780.890.3180  
Email: [magicgala@stars.ca](mailto:magicgala@stars.ca)  
[www.stars.ca](http://www.stars.ca)

**For more information email: [magicgala@stars.ca](mailto:magicgala@stars.ca)  
or call 780.890.3145**

PRIVACY OF INFORMATION: STARS RESPECTS THE PRIVACY OF OUR DONORS. THIS INFORMATION IS USED FOR FUNDRAISING AND RECEIPTING PURPOSE AND WILL NOT BE SHARED WITH OTHER ORGANIZATIONS.

## *Substantiating Fair Market Value:*

**Gifts Under \$1,000 in Value:** Gifts valued up to \$999 may substantiate value with a recent bill of sale that states the item and its value.

**Gifts Over \$1,000 in Value:** Special attention is paid in ensuring fair market value has been substantiated in the case of \$1,000 or more. Documentation to substantiate value may include a recent bill of sale that states the item and value. Third party appraisals are required.

**Jewelry/Items that Fluctuate in Value:** Gifts of art, jewelry, and rare items that fluctuate in value require substantiation of value, from a professional qualified to give fair market value, i.e. a dealer's catalogue or appraisal from a dealer. The amount that will be used for the receipt is the amount given at the time of receiving the said item.

**Vacation Property:** Gifts of time at a vacation property are only eligible for a Business receipt.

**Gift Certificates:** Gift certificates cannot be income tax receipted, but are eligible for a Business receipt.

**Gifts of Services (massage, consulting, etc.):** Gifts of services cannot be income tax receipted, but are eligible for a Business receipt.

**Gifts of Artwork, from an Artist:** Gifts of artwork from an artist are considered gifts of inventory and with appraisal can be income tax receipted. However, most dealers do not want an income tax receipt as the same value must be claimed as income by the artist.