



MONROE CATHOLIC  
ELEMENTARY SCHOOLS

ST. MICHAEL  
Early Elementary School

ST. JOHN  
Elementary School

ST. MARY  
Middle School

Mailing Address: 151 N. Monroe Street, Monroe, MI 48162

## Auction Donation Information

If you are donating an item or making a cash donation, please fill out all the information below and return it with your donation. Please print or copy as many of these forms as you need. Thank you for your support!

### Donor Information:

Parent/Donor/Contact Name \_\_\_\_\_  
(Circle one)

Company Name (If applicable) \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone \_\_\_\_\_

Email Address \_\_\_\_\_

**YES! I am making a general auction item donation:**



Description of Donation \_\_\_\_\_

Gift Value/Cash Donation Amount \_\_\_\_\_

Other notes about pick up or delivery/restrictions/expiration dates:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is a gift certificate required for this item? YES  NO

If a gift certificate is needed, is the certificate included with this form? YES  NO

**YES! I am making a class year donation:**

Student Name: \_\_\_\_\_ Teacher: \_\_\_\_\_

Item: \_\_\_\_\_ and/or cash donation amount: \$ \_\_\_\_\_

Grade:  PreK  Kindergarten  1<sup>st</sup>  2<sup>nd</sup>  3<sup>rd</sup>  4<sup>th</sup>  
 5<sup>th</sup>  6<sup>th</sup>  7<sup>th</sup>  8<sup>th</sup>



**YES! I am making a Cash Donation to become an Auction Sponsor:**

LEVEL OF SPONSORSHIP (Check One)

\_\_\_\_ PLATINUM (\$1000 & UP)

\_\_\_\_ GOLD (\$500-\$999)

\_\_\_\_ SILVER (\$250-\$499)

\_\_\_\_ BRONZE (\$100-\$249)

**PLEASE MAKE ALL CHECKS PAYABLE TO: MCES**

Thank you for your generosity. All donations to MCES are tax deductible, our **MCES TAX ID # is 45-5361012.**  
Please return to one of our campuses or via mail to our St. Mary Campus, 151 N. Monroe St., Monroe, MI 48162