



# 2010 PROCUREMENT FORM

Date: \_\_\_\_\_

Item(s) donated: \_\_\_\_\_

Description (color, size, restrictions, expiration date and all other relevant details): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Value of item(s): \$ \_\_\_\_\_

Donor name (or company) for program: \_\_\_\_\_

Company URL for program: \_\_\_\_\_

Donor email: \_\_\_\_\_

Donor address: \_\_\_\_\_

Individual authorizing donation: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_

Please check all appropriate:

- Item(s) accompanies this form
- Item(s) to be delivered to Pet Haven
- Item(s) to be picked up by auction representative
- Gift certificate(s) attached to form
- Please create a gift certificate(s)
- Display materials accompanies this form
- Display materials to be delivered to Pet Haven
- Display materials to be picked up by auction representative

Please send form to: **Pet Haven c/o Mary Ann Cameron, Fall Benefit**  
 3800 Forestview Lane N., Plymouth, MN 55441  
 Phone: 763-559-3976 Email: cats@pethavenmn.org

*Please retain a copy for your records. Thank you for supporting Pet Haven!*

For official use only

Date received: \_\_\_\_\_ Location: \_\_\_\_\_

Ack: \_\_\_\_\_ Proc#: \_\_\_\_\_

Auction# \_\_\_\_\_