

Auction Donation Request Form  
A Night in Black & White Gala and Soirée



Donated Item:

\_\_\_\_\_

Exact Description (for bid sheet) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Estimated Value: \$ \_\_\_\_\_ Donor's Signature: \_\_\_\_\_

Name (for listing on signage):

\_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_

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

Form must be returned by July 1, 2019

Please mail or fax to:

Attention: Dawn McWilliams

dmcwilliams@pittsburghsymphony.org

Pittsburgh Symphony, Heinz Hall

600 Penn Avenue, 4th Floor

Pittsburgh, PA 15222

Instructions for Pick up and Delivery

\_\_\_\_\_: Donor will deliver to Heinz Hall

\_\_\_\_\_: PSO will pick up from specified location

Additional Instructions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The PSO Gala & Soirée Committee reserve the right to package your donation with another item based on packaging needs.  
The PSO Gala & Soirée Committee reserve the right to decide whether your auction donation should be a part of the Gala or Soirée Silent Auctions.