
Request for Auction or Raffle Approval

(09142011)

Project Name

Account #

Address, City, State, Zip

Phone

Email

This Request is for:

An Auction

A Raffle

Date of Auction (or Date Range if a Raffle)

Location

Total Anticipated Expenses (attach a detailed Budget)

Item(s) to be auctioned or raffled (attach a detailed list if necessary)

- If items to be auctioned or raffled are donated, and the value exceeds \$500, please include the completed **IRS Form 8283 Noncash Charitable Contributions and IRS Form 8282 Donee Information Return** (for the sale of donated property) prepared for TCN's signature.
- All donated items that are valued in excess of \$5,000 require an additional appraisal (see section III of **IRS Form 8283 Noncash Charitable Contributions**).
- Check with your local authorities regarding the local laws governing these types of events. Have you complied with these requirements? Send a copy of any requirements to TCN along with this approval form. Initial

I have read and understand Trust Counselors Network, Inc. policies outlined above. I agree to abide by these policies and procedures.

Initial

Project Manager Name

Signature

Date

Event Contact Name

Signature

Date

TCN Approval

Date