



Auction Item Donation Form

2024 DBX Safety Fund Auction

Company Name: _____

Contact Name: _____

Address: _____

City, State, Zip: _____

Phone: _____ Email: _____

Describe in detail the item being donated. This description will be used in promotional material:

Value of item: \$ _____ (Suggested value of \$50 or more)

Promotional material for this item should say:

“Donated by _____”

To redeem a prize that includes a voucher, certificate, or tickets, the winner should contact:

- the person listed above or
- another contact listed here (include their full name and their email or direct phone number):

Ship items to: **Emily Mandich**
DBX
7250 Poe Ave. Suite 410
Dayton OH 45414

Ship by: **AUGUST 1, 2024**
*or bring the item with you to
Team Building Night by 3:45 pm*

Items will be on display at the auction on August 15, 2024 at Team Building Night at the Eichelberger Pavilion in Carillon Park. Auction will begin at 4:00 pm. The donating company will be listed with each item. Items will also be featured in the DBX Journal Express and on the DBX Facebook page.

If you are donating an item with a **redemption certificate** for a product or service, please include the following information in the certificate or letter and send to Emily using the info below:

- Name of product or service
- Detailed description of what is included and what is excluded if applicable
- Instructions on how to redeem item
- Name of contact person, donating company’s name, address, and phone or email for contact person
- Include any additional information such as a photo or descriptive brochure if applicable
- Date of expiration (Please note that certificates should not expire sooner than December 31, 2024)

I agree to donate this item to the 2024 DBX Safety Fund Auction:

Signature

Date

Please complete this form and send to Emily Mandich by email, mail, or fax below:

Please direct all inquiries and send all donated items to Emily Mandich at: emandich@assnsoffice.com
DBX 7250 Poe Ave. Suite 410, Dayton, Ohio 45414
Telephone 937-278-5723 Fax 937-278-0317