



Maple Elementary School PTSA

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 Seattle, Washington 98108
MaplePTSA@gmail.com
www.mapleptsa.com
 206-252-8310

Maple Elementary PTSA Procurement/Donation Form

Date:	Deadline:
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Donor: Please complete boxes 1 through 4; please print. Use a separate form for each donated item. The PDF version of this form is available on our website at www.mapleptsa.com

1. DONOR INFORMATION	2. ITEM DESCRIPTION (describe in detail):
Name of Business:	
Contact Person:	
Email:	
Phone:	
Address:	

City, State, Zip:	3. ESTIMATED VALUE OF ITEM \$
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	4. PLEASE CHECK ONE: <input type="checkbox"/> Gift certificate accompanies form <input type="checkbox"/> Donation is a consumable (food/drink) item <input type="checkbox"/> Donation is a product
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Maple PTSA member requesting donation

Name:	Phone #
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Cut here -----

KEEP THIS PORTION FOR YOUR RECORDS

This certifies you have received nothing in exchange for this contribution. Maple Elementary School PTSA is a 501[c][3] charitable organization registered with Washington’s Secretary of State, 1-800-322-4483. Contributions are tax deductible to the extent allowed by law. Maple School PTSA Tax I.D. No. 91-1044234

Value:	Date:
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