

# 2024 GSAE Silent Auction Prize Contribution Form

Return this form to GSAE no later than December 6, 2024

## Section 1: CONTACT INFORMATION

NAME: \_\_\_\_\_ PH. \_\_\_\_\_

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

## Section 2: PRIZE INFORMATION

Detailed Description of Prize for Bid Sheet (use additional sheets, if necessary): \_\_\_\_\_

\_\_\_\_\_

**\*PLEASE INCLUDE ANY BLACK-OUT DATES, RESTRICTIONS, ETC:** \_\_\_\_\_

\_\_\_\_\_

**\*Prize Expiration Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_ (Suggested Expiration date: one year from auction)

**\*Retail Value of Prize (REQUIRED):** \$ \_\_\_\_\_

## Section 3: DELIVERY METHOD

Please indicate your delivery method. If your prize is too large to deliver, please indicate on this form so that the winner can arrange direct delivery.

- Mail— I will send the prize and/or prize certificate to be received by **Dec. 6, 2024** to GSAE's office, 1270 Caroline St. NE, Ste. D120 #359, Atlanta, GA 30307.
- Email – I will email my prize certificate to the GSAE office by **Dec. 6, 2024**
- Deliver—I will deliver the prize and/or prize certificate to the GSAE Registration Desk on **Wednesday, Dec. 11, 2024** to the **Hyatt Regency Atlanta Perimeter at Villa Christina**

*I understand that if my prize is not received by that time, the listing for my item will be removed from the auction.*

## Section 4: FORM SUBMISSION

Return this form by e-mail to: [gsae@gsae.org](mailto:gsae@gsae.org)

OR,

register it online at <https://gsae.memberclicks.net/silent-auction>