

# 1<sup>ST</sup> ANNUAL *Silent Auction*



The Marco Island Marriott Resort, Golf Club & Spa will host the American College of Phlebology Foundation's inaugural Silent Auction. The goal of the event is to provide a unique and elegant giving opportunity from which all proceeds will be dedicated to the mission of the American College of Phlebology Foundation (ACPF). If you have an item you would like to contribute to the auction, please complete the form below and return it to the ACPF headquarters office no later than close of business on September 15th, 2008. This will allow the ACPF to organize the auction, produce a catalog of items, and publicize the event before the ACP Congress on November 6th, 2008. All donated items confirmed before September 16th, 2008 will be included in the catalog publication and distributed to all Congress registrants.

Name: \_\_\_\_\_ Company/Practice: \_\_\_\_\_  
Address: \_\_\_\_\_ Suite: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_ Country: \_\_\_\_\_  
Phone: (    ) \_\_\_\_\_ Fax: (    ) \_\_\_\_\_ Email: \_\_\_\_\_

## 1 GIFT INFORMATION

**Donated Item** (item name as it needs to appear in catalog): \_\_\_\_\_

**Suggested Retail Value** (minimum bid accepted): \_\_\_\_\_

### Item description (check box)

- Attached to this form
- Emailed to [development@acpfmail.org](mailto:development@acpfmail.org), or
- Faxed to (510) 346-6808, Attention:  
Silent Auction

### Item must be presented in the Auction as (check box):

- Stand alone (physically in secured case)
- Digital imagery (size or nature of item won't allow for physical display)

It is permissible to include this item in larger package deal of some form: **Yes / No**

The ACPF reserves the right to restrict presentation of items donated for the Silent Auction as space considerations and hotel regulations permit. Digital imagery of an auction item is preferable as a presentation format, and **color** imagery needs to be sent to the ACPF no later than September 15th, 2008. All images must be delivered as high resolution TIFFs or JPEGs (300 dpi or better) no smaller than 8.5" x 11."

Any approved auction item to be physically displayed during the Congress needs to arrive at the hotel property on Monday, November 3rd, 2008 before close of business and be marked appropriately.



American College of  
**PHLEBOLOGY**  
**FOUNDATION**

[www.phlebologyfoundation.org](http://www.phlebologyfoundation.org)  
p/866.634.8346  
f/510.346.6808

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## 2 SHIPPING

**Disclaimer:** Winning bidder is responsible for making arrangements to transport or take possession of the auctioned item. Therefore, shipping, leasing, or installation information for an auctioned item is the sole responsibility of the winning bidder to complete post auction with the donor. ACPF will make every effort to assist in the process by providing contact information and confirmation materials to both the donor and the winning bidder in November 2008. Any surcharges accrued by ACPF in delivering or shipping an auctioned item will be the responsibility of the winning bidder to pay.

**Shipping Options:** (select one)

I would like to ship an item to arrive before September 15, 2008. Please call me at the following number:

Phone: (     ) \_\_\_\_\_

Best time to call: \_\_\_\_\_ AM / PM

I recognize that I am responsible for shipping my item directly to the Annual Congress host hotel:

Marco Island Marriott Resort, Golf Club & Spa

**Attention: ACPF Silent Auction**

400 S. Collier Blvd.

Marco Island, FL 34145

(239) 394-2511

**Note:** All items shipped directly to the host hotel must arrive **no earlier than** Monday, November 3rd, 2008.

Auction item will be transported and delivered by the donor directly to ACPF staff on site in Marco Island, FL on or before November 5th, 2008.

## 3 PLEASE COMPLETE AND RETURN THIS FROM VIA EMAIL, FAX, OR MAIL TO:

**Email:** [development@acpfmail.org](mailto:development@acpfmail.org)

**Fax:** (510) 346-6808

### ACPF

**c/o Silent Auction**

101 Callan Street, Suite 210

San Leandro, CA 94577

For additional information, contact the ACPF headquarters office at 866.634.8346.



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