



The West Valley Art Museum  
Is Requesting Your Support To Secure Artworks  
For The  
An Affair With The Arts Silent Auction  
**We offer a 50/50 split for non-participating artists**

Dear Artist,

The West Valley Art Museum would greatly appreciate a donation of one of your artworks for our An Affair With The Arts Silent Auction if you decide not to participate in the outdoor festival.

As our annual *An Affair With the Arts Festival* event approaches, we look to our friends for assistance in keeping West Valley Art Museum efforts alive. *An Affair With the Arts* Silent Auction is a major source of fundraising for the children's programs, equipment needs, art education, and exhibits that occur throughout the year. As you may know non-profits work diligently day to day to keep their doors open and continue their work. With your generosity and support we can open our doors even wider and continue the good work we provide the community.

*An Affair with the Arts* typically attracts many people over the course of the two days the majority of which visit the Art Silent Auction to view donations and bid for purchase.

The benefits of donating work include: public exposure and name recognition in publicity efforts.

**Knowing how often artists are requested to donate work the Museum has decided that 50% of the sale price be given back to the artist.\***

We have a limited amount of space for the silent auction.  
If you are thinking of helping in this request do so early.

We encourage artists to donate artworks valued at **\$ 100 and more.**

To contribute to this fundraising effort,

**please fill out the enclosed Donation Receipt Form - Three weeks prior to the Festival**  
***Fall Festival* third weekend in October**  
***Spring Festival* second weekend in March**  
**West Valley Art Museum**  
**17420 North Avenue of the Arts**  
**Surprise, AZ 85374**

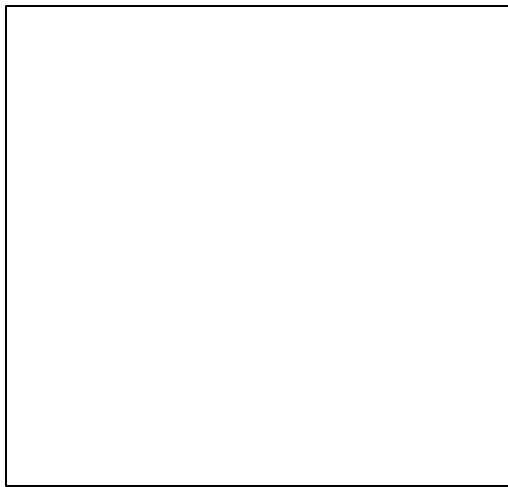
We will return a signed copy of the Donation Receipt to you once we have received your donation. The *An Affair With the Arts* Silent Auction processing and set-up will begin three weeks before the event so it is important that we get them on time to complete paper work and any other details for smooth selling. If you need to make special arrangements for delivery or have any questions, please contact **Mike Bailey at: Phone: 623 972 0635 Fax: 623-972-0456 or E-mail: [m Bailey@wv am.org](mailto:m Bailey@wv am.org)**

Sincerely,

Mike Bailey  
Festival Coordinator

The West Valley Art Museum is a 501(c) (3) non-profit organization dedicated to the arts and arts education.  
West Valley Art Museum 17420 N. Avenue of the Arts-Surprise, AZ 85374  
114<sup>th</sup> Avenue and Bell Phone (623) 972-0635 Fax (623) 972-0456 [www.wvam.org](http://www.wvam.org)

# WEST VALLEY ART MUSEUM Donation Receipt Form



*West Valley Art Museum*

*accepts with sincere gratitude and appreciation your donation to*

***An Affair with the Arts Silent Auction***

Artist, please make a small drawing of the donated work in the frame to the right or attach a photo. Thanks!

Artist \_\_\_\_\_ Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Donor (if different) \_\_\_\_\_ Second Ph \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-Mail \_\_\_\_\_

Medium \_\_\_\_\_

Title \_\_\_\_\_ Date of Completion \_\_\_\_\_

Estimated Value of Donation \$ \_\_\_\_\_

Suggested Minimum Bid \$ \_\_\_\_\_

? **Check here to donate 100% of the proceeds to the WVAM: ( )**

\*It is understood by the donor that upon receipt of the donated artwork it becomes the sole property of the West Valley Art Museum. As such, the artist gives up all rights to the piece and understands that the gift is made with no limiting conditions or restrictions.

? **Check here to donate 50% of the proceeds; with 50% being returned to the artist/donor\* ( )**

\*The 50 % give back to the donor will be in effect until it is sold, the Museum asks the donor to pick the artwork up or the donor asks for it back after their first An Affair with the Arts festival silent auction.

? **All Donation Receipt Forms must be received at the Museum THREE WEEKS prior to the festival.**

? **Art work smaller than 30 x 36 must be received at the Museum THREE WEEKS prior to the festival**

? **Artists renting space at the festival can bring donations in at time of set-up.**

**Art pieces larger then approximately 30" x 36" or heavier than 30 lbs must be delivered to the festival site Thursday or Friday, the two days before the event weekend between 10 am and 3:30 pm and picked up during the week after the festival between 10 am and 3:30 pm.**

***Fall Festival second weekend in November***  
***Spring Festival second weekend in March***

All proceeds will support exhibitions, programming, and future expansion at West Valley Art Museum. If this donation is intended as a tax deduction, the artists should understand that it is their responsibility, and not that of the West Valley Art Museum, to establish the value of the donation.

Donor Signature Required \_\_\_\_\_ Date \_\_\_\_\_

WVAM Representative \_\_\_\_\_ Date \_\_\_\_\_