

# H S C G

Handcrafted Soap  
& Cosmetic Guild

## Intent to Donate ANNUAL CONFERENCE

CONTACT NAME \_\_\_\_\_

COMPANY NAME \_\_\_\_\_

COMPANY ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

***Please circle the item(s) you wish to donate from the list below:***

**Goodie Bag** Samples Discount Card/Coupon Stickers Other:\_\_\_\_\_

**Silent Auction** Gift Certificate Ingredient Equipment Other:\_\_\_\_\_

Please note: all Silent Auction donations must be valued at a minimum of \$30 (USD).

**Speaker Supplies** Ingredients Equipment Other:\_\_\_\_\_

*Please note: speaker supply lists are not finalized until February. We will reach out to you if there is a need for specific ingredients or equipment. This is a first-come, first-served opportunity and we will reach out to suppliers in the order in which their Intent to Donate form was received.*

**Shipping Donations:** Donations must be received at HSCG Headquarters by Thursday, April 4th. We cannot guarantee that donations received at this time will be included in the Annual Conference. Please note that if we receive donations after the cutoff and are unable to accommodate, you will be responsible for shipping costs if you would like the donations returned to you. Any samples, ingredients and equipment must be sent in the quantity requested; if there are extras, they will not be returned and will be used to support Local Chapter Gatherings and other HSCG events.

**Signature:** \_\_\_\_\_

***Please email this form to [sponsors@soapguild.org](mailto:sponsors@soapguild.org) by February 15, 2025.***