

Angel Tree Donation Guidelines

Thank you for choosing to "adopt" a needy child this holiday season. We hope these guidelines will answer any questions you may have about what to buy for the children and how to package the donations. Drop off gifts at "The Salvation Army Toy Shop", at <u>484 Hawthorne Avenue, Monday-</u> Friday 10-4. Or at the location where Kmart was on Barnett shoals rd.

What we hope sponsors will donate for EACH child:

(Please keep in mind that Angel Tree only distributes new, unused items)



One full outfit

appropriate for school

2-3 age appropriate gift or toy items of <u>your</u> choice

Please consider using the child's listed WISH and NEED items (printed on the Angel Tag) as guides when shopping for your "Angel".

**Wish & Need items are simply suggestions – you are in NO WAY obligated to purchase these items!

How to pack your Angel Tree donations:

- When you select an Angel please be sure to also pick up one of our Angel Tree bags.
- Please only use these provided bags to package your donations.
- Please <u>do not wrap</u> any of the gifts (this is an important security measure)!
- Separate bags should be used for each child.
- Place all donations for each child into one bag.
- Be sure to place the Angel Tag with the child's unique numeric code and the barcode in the bag facing outwards.

• Please tape the Angel Tag to the inside of the bag to be sure it can be easily seen by volunteers at our warehouse (please see the picture below).

- Securely tie the drawstring of the bag closed.
- If you purchase an item that is too large to fit into the provided bag (ex: bicycle) please to label it with the unique Angel code found on the middle portion of your Angel Tag!
- If you're feeling extra generous and would like to purchase more donations than will fit into the bag we encourage you to "adopt" two children instead!
- Don't forget to remove the bottom portion of the Angel Tag for tax receipt purposes!

Thank you for your support!

