‘GIVE US A HELPING HAND SO WE CAN GIVE HOPE!’

SALVATION ARMY
CLOTHING & HOUSEHOLD GOODS DRIVE
INFORMATION KIT

Thank you for your support. For further information, please visit www.tstores.ca
Thank you for your interest in organizing a clothing drive to support The Salvation Army. It is through the efforts and generous donations of businesses, organizations and institutions such as yours that The Salvation Army is able to generate funds to support the programs and services we provide to families and individuals in communities all across Canada.

WHAT IS IN THIS PACKAGE?

• A printable poster to promote your clothing drive in support of the Salvation Army.
• A recommended list of items that can be donated to Salvation Army Thrift Stores to help generate funds to support Salvation Army programs and services.
• Tips on how to promote your clothing drive.
• Recommendations on how to prepare your donations for pick-up.
• Information on making arrangements for pick-up of your donations.

If you have any questions, please contact Tanisha Brown, Regional Marketing Coordinator at 905-825-9208 ext. 117 or email corporatedonations@can.salvationarmy.org.

WHAT TO DONATE

Your donations of gently used clothing and household goods make an immense difference in your community. These donated items are directed to Salvation Army Thrift Stores where they are efficiently and ethically recycled and sold to raise funds to support Salvation Army programs.

Here’s a list of items that your organization can collect and donate to Salvation Army Thrift Stores.

• All clothing (Men's, Women's, Kids) including wedding gowns
• Accessories (jewelry, hats, scarves, belts)
• Shoes
• Small household appliances
• Bags and purses
• Books
• Furniture (Office and household furniture)
• Paintings
• Pictures frames
• Active wear
• Luggage
• Vintage items/collectibles
• Housewares (plates, glasses, cutlery, bowls, etc.)
• Clocks
• Musical Instruments
• CD's, DVD's and records
• Electronics
• Bedding
• Curtains
• Toys
• Seasonal decorations
• Sporting equipment
The following items are also accepted from businesses and corporations:

- Excess inventory
- Product with slight imperfections
- Merchandise which is out of season
- Clothing samples
- Furniture samples
- House hold products
- Knick Knacks
- Other

**SPREAD THE NEWS ABOUT YOUR CLOTHING DRIVE**

Now that you have decided to hold a clothing drive, the next step is to promote it and get the support of your colleagues and peers. Here are some ways that you can generate excitement about your clothing drive in the workplace.

- Have a challenge between different departments or divisions in your office to see which group can collect the most items for donation.
- Arrange an event or offer a special perk such as early summer hours and ask that each person bring items for donation in order to participate in the event or to enjoy the incentive.
- Hold a clothing drive to celebrate a special holiday or calendar event (Earth Day, Administrative Professional’s Day, Halloween, etc.) and ask staff members to donate items to support the celebration.
- Announce the clothing drive in your newsletter so that everyone is informed about the event. Be sure to take a picture of all the items your office collects for the following newsletter issue.
- Use a tally sheet to track the amount of donations collected in individual categories and inform staff of which categories are lacking.
- Whatever you decide to do, remember to have fun with it!

**ORGANIZING YOUR CLOTHING DRIVE**

Your decision to organize a clothing drive in support of The Salvation Army speaks volumes about your organization. It demonstrates your commitment to the community at large, as well as your support in helping us continue our work in serving members of our community who are vulnerable and in need of assistance.

The first step in organizing your clothing drive is to communicate the importance and significance of the drive to key department heads and social committees. Doing so will ensure that everyone understands the purpose of the drive and is prepared and willing to partake in the event.

The second step will involve confirming the following details of the donation drive:

1. Date(s)
2. Location of collection
3. Types of items to be collected
4. Targets/goals
5. Recognition/incentive for achieving goal

The third step involves promotion of the clothing drive within your organization. The organizer of the drive should begin promotion 2 to 3 weeks in advance to allow time for the news to spread and for individuals to start gathering items for donation.

Here are some ideas and tips for promoting your clothing drive:

• Prepare a poster/flyer to distribute in mail boxes or to post on bulletin boards.
• Send out an email announcement about the drive.
• Mention the clothing drive at staff meetings or town hall gatherings.
• Ensure that posters are prominently displaced in high traffic areas.
• Make sure collection sites or donation boxes in your building are accessible and clearly identified.

WRAP IT UP …GETTING YOUR DONATIONS TO US

The following are some helpful tips on how to prepare your donations for pick-up.

1. After you have collected your items for donation to The Salvation Army, separate the items according to categories such as clothing, shoes, toys, books, bags, etc.
2. Place the items in cardboard boxes or plastic bags.
3. If possible, please label or write on the box the contents contained within.
4. If the items are too large to fit in a box or plastic bag, please contact 905-825-9208 to ensure that we can collect the item.
5. Please ensure that the goods you’re donating are clean and in gently-used condition.

ARRANGING PICK-UP FOR YOUR DONATIONS

When you have packaged the items for donation, Give us a call at 905-825-9208 and ask to speak to Tanisha Brown.

You’ll need to provide us with the following information so that we can quickly arrange pick-up for your donations:

• Name of company, school or organization
• Location
• Directions
• Phone number and person to contact
• How many items/number or packages for pick-up

It is recommended that you contact us the week before your clothing drive ends so that we can ensure that we have a driver available for pick-up on the desired day.

Thank you for your interest in supporting the Salvation Army and we look forward to receiving your generous donations!
We're having a clothing and household goods drive in support of the Salvation Army and we need your help to make it a success! We’re collecting clean, gently used clothing for men, women & children, housewares, toys, books and more. Let’s do our part to help those in need!

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**COLLECTION DATE:** ____________________________

**COLLECTION AREAS:** ____________________________

**COLLECTION GOAL:** ____________________________

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