

# Snow Angels Snow Pants and Boots Drive



## INFORMATION

Enclosed :

- Collection boxes
- Signs for boxes
- Extra Flyers for posting
- Large bags
- Tally sheet

Steps:

1. Hang extra flyers on building doors, around the building, etc. --- make announcements, email friends, get the word out!
2. Please place boxes near the building entrance. (Keep flaps straight up to make the boxes bigger!)
3. Tape laminated sign to the front of the box.
4. Periodically check to see if boxes are full.
5. When boxes fill, tally contents and place in bags provided.
6. **Schools:** you may redistribute contents to needy children AFTER items have been counted.
7. **Other agencies:** Store bags in a safe place until pick up date (to be determined.) If you have limited storage space, you may contact Lisa Menich to have donations picked up immediately.
8. **At the end of the drive, please make sure all Tally sheets are returned to the Elk Grove Township no later than December 18th so that we have a final count.** We want to make sure we thank contributors and partners in our next newsletter and can share the results of all your hard work!

Any questions or concerns please contact:  
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