

# T&E CARE HOLIDAY DONATION FORM 2023

Please include this donation form along with your donations when dropped off. PLEASE PRINT NEATLY.  
ONE FORM PER DONOR IS SUFFICIENT.

Your name \_\_\_\_\_ Group/Business/School name, if applicable \_\_\_\_\_

Address \_\_\_\_\_

Phone number \_\_\_\_\_ E-mail \_\_\_\_\_

**PLEASE PRINT NEATLY – T&E Care will email your thank you**

**Total value of ALL gift cards donated \$** \_\_\_\_\_

Please keep gift cards separate in a clearly labeled envelope or baggie (**DO NOT WRAP**).

Itemize all gift cards (stores, value & quantity), include family #, if applicable (use back if needed).

_____	_____
_____	_____
_____	_____

**Total Estimated value of ALL “stuff” donated (DO NOT include gift cards) \$** \_\_\_\_\_

**FAMILY SPECIFIC donations:**

Please list the Family #(s) and a brief description of items donated such as “#15A coat, #49 food toaster”. You do not need to list the items in a cleaning bag – just note “cleaning bag”.

_____	_____
_____	_____

**SPECIAL NOTES:**

- Please wrap and label EACH gift carefully with the Family # and the child #, if applicable.
- Tags can come off easily making it hard to identify the recipient. Place 1 permanent label on the gift, with the family number in the corner. Place 1 removable (post it) note on each gift, with family number and item inside.
- **See wrapping/label samples on the T&E Care website**
- Keep all receipts for your tax records
- In the spirit of giving, please note that T&E Care may reallocate donations in order to balance family assistance.

To the best of my ability, I state that the information above is accurate. \_\_\_\_\_ date \_\_\_\_\_  
signature