



RUNNING

A

CLOTHING

DRIVE

The Complete Guide

 THE WARDROBE™

 WardrobePA.org

 215-568-6693

Follow us! —



@ thewardrobeorg



MISSION STATEMENT

Thank you for your interest in running a clothing drive to support The Wardrobe.

Without donations of clothing and accessories, our wardrobe would be empty, too! As our Clothing Drive Partner, your support is essential to fulfilling our mission. We hope this packet will help you to understand our program and organize your drive.

After reviewing this packet, please contact us at drives@wardrobe.org to discuss your drive! You can also contact us at 215-568-6693 x10.

At The Wardrobe everyone - and everything - deserves a second chance. Our goal is to eliminate clothing insecurity by outfitting people for life or work.

Your clothing donations combined with our personalized support will help thousands of people this year to look and feel their best to move forward in their lives.

ELIMINATING CLOTHING INSECURITY



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 THE WARDROBE™

DRIVE

CHECKLIST

-  Contact us to schedule your drive at drives@wardrobepa.org or WardrobePA.org, "Clothing Drives"
-  Your clothing drive can run for a day, a week, or even a month!
-  Make sure your drive is well publicized at your organization with flyers, email, & other marketing
-  Print one of our clothing drive posters (or make your own!) to spread awareness about the event
-  Get all of your colleagues involved by donating & encouraging friends & family to donate as well
-  Set up a collection area with bins, boxes, or racks in high traffic areas for easy collection
-  Take pictures of your drive and tag us on social media @thewardrobeorg so we can share, too!
-  Remember to print & include the Clothing Drop Off Form with your donations when delivering

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@thewardrobeorg



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CLOTHING DONATION GUIDELINES

ACCEPTABLE ITEMS

- **New or Gently Used**
- **Menswear & Womenswear**
 - Casual
 - Professional
 - Special Attire (Scrubs, Uniforms, etc.)
 - Formal
- **Accessories**
 - Ties & Pocket Squares
 - Hosiery & Trouser Socks
 - Handbags, Wallets & Portfolios
 - Belts. Jewelry & Scarves
- **Travel Sized Toiletries**
 - Soap & Lotion
 - Toothbrushes & Paste
 - Shaving Cream & Razors
 - Shampoo & Conditioner
 - Cosmetics & Skin Products

That one quality, special item of clothing is far more empowering to our clients than an assortment of poor quality clothing.

Unfortunately, we can't use anything over two years old, out of season, stained, ripped, torn, peeling, or faded.

Items with missing buttons, broken zippers, odors or animal hair are also unacceptable.

PROCEDURES

- **Prepare & Package Donations**
 - Wash according to manufacturer's instructions, using warmest appropriate water
 - Neatly package items into boxes, bins, or shopping bags that are easy to lift & carry
 - We will hold all donations for up to 48 hours before processing in our inventory
- **Tax Receipt**
 - Complete our online donor form prior to dropping off your donations
 - Find the form on our website WardrobePA.org under "Clothing Donations"
 - We can send you a personal link for your drive's online donor form
- **Drop Off Your Donations**
 - Large drives - please schedule your appointment with us for unloading instructions at drives@wardrobe.org
 - Donations up to 10 boxes or bags - drop off at one of our stores during donation times (see website for details)

CLOTHING DRIVE DROP OFF FORM

At The Wardrobe Everyone - and Everything - Deserves a Second Chance

Thank you so much for running a drive for The Wardrobe. Your donations make a real difference for our clients and help outfit them for success.

Please include this form with your donations, so that we can send you a thank you ♥

Date: _____

Organization Name: _____

Organization Address: _____

Organization Contact Name: _____

Contact Email: _____

Social Media Handle: _____

(If you would like us to mention your organization on our social media)

Number of Boxes/Bags Delivered: _____

Drive Type (Please Circle As Appropriate):



Clothing Handbags/Accessories Cosmetics/Toiletries Everything

Delivery Location (Please Circle):

Philadelphia

Lansdowne

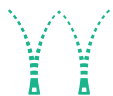
Warehouse

 WardrobePA.org  info@WardrobePA.org  215-568-6693
 413 N 4th Street, Philadelphia, PA 19123 & 62 W Marshall Road, Lansdowne PA 19050

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 thewardrobeorg

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I believe in you ♥



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I believe in you ♥



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Include an encouraging note for our clients.

I believe in you ♥



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I believe in you ♥



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Your donations let our clients shine!

I believe in you ♥



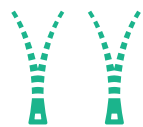
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DONATE YOUR CLOTHES!



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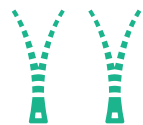
Everyone - and everything - deserves a second chance!

At The Wardrobe we use clothing to inspire change for 5,000 people in the Philadelphia region every year.

Your high quality donations help others in our community by giving them confidence in their journey towards independence!

DATE: _____ LOCATION: _____

DONATE YOUR SHOES



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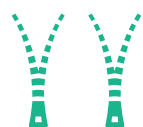
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DONATE! YOUR HANDBAGS!



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DATE: _____ LOCATION: _____