

Terms & Conditions

1. 501 C (3) STATUS

- a. Our Board of Directors has deemed it necessary to verify your 501-c (3) status. This assures us that the services we provide will reach the neediest children in our community. Proof of your status may be mailed or faxed to our office, and must be received before participating. Government run agencies are exempt from this requirement.

2. GIFT PICK UP INFORMATION

- a. Your agency will be assigned a specific pick up date after you've entered your wishes. We will email you the details early November. Pick up dates are scheduled for mid December. No exceptions will be made, so please do not plan on receiving your gifts before mid December; gifts cannot be picked up any earlier as they will not be ready.
- b. Your pick up date will be determined based on when you complete your wish list. Earlier completed wish entries receive earlier pick up dates!
- c. If you are unable to come to the warehouse to pick up your gifts, please make other arrangements to have them picked up. Gifts left in the warehouse after the program ends will be given to other agencies.

3. GIFT STANDARD

- a. If you suspect the gift wished for may be difficult to find, please check availability in local stores or online. If you can't find the gift, then have the child make another wish.
- b. Once again, please be accurate with the wishes. Wish lists requesting a large percentage of the same item will be returned for proper completion.

4. MISSION INTENT

- a. When your agency accepts gifts from the Family Giving Tree's Holiday Wish Drive, you become a partner in executing Family Giving Tree's mission.
- b. Through this partnership with us, you are responsible for fulfilling the following terms:
 - to collect the exact and specific wishes of each of your clients
 - to assure that each client receives their exact wished for gift
 - to distribute any and all gifts in a timely fashion in keeping with the spirit of the Holiday Wish Drive.

I understand and agree to these terms and conditions:

Agency Name

Agency Contact Signature

Date

Agency Contact Printed Name

Title/Position