In-Kind Donation Policy & Receipt

Acceptance & Donation Drop-Off

- All in-kind gifts must be deemed suitable by a staff member or program director prior to the gift delivery due to space constraints and amount of donations received. The organization retains the right to refuse gifts at any time.

- No gift in-kind will be accepted without the donor filling out the appropriate paperwork, providing an estimated value for the item(s) and receiving a receipt. Please complete and submit the attached form to the EMPath staff member receiving the donation. A copy of this form will be your donation receipt.

- In-kind donation items can include, but are not limited to, household and personal items.

FOR MOTHERS:
- Shampoo, Conditioner (all hair types),
- Body Wash/Soap, Wash Cloths, Lotions,
- Tooth Brush/Paste, Tampons, Pads,
- Razors, Deodorant, Ibuprofen, Tissues,
- Bandages, Hair Ties/Clips, Brush/Comb,
- Laundry Soap, etc.

FOR CHILDREN:
- Diapers (all ages & brands), Baby Wipes,
- Baby Powder, Diaper Cream, Burp Cloths,
- Bibs, Shampoo/Conditioner, Lotions,
- Tooth Brush/Paste, Bottles, Sippy Cups,
- Toys (see guidelines below)

- All items must be dropped off at 10 Perthshire Road, Brighton, MA 02135 between the hours of 9am-5pm on weekdays. Please notify EMPath two days in advance of the donation drop-off, along with the estimated arrival time. EMPath does not pick up any offered items, and restricted gifts in-kind require special permission.

Toy Donation Guidelines

Local organizations often sponsor toy drives for the families living in the Hastings House emergency shelter in Brighton, Massachusetts. Please read the following guidelines:

- Preferred method of toy donations: Gift Cards
  We treat every participant as the experts of their own life. Part of the holiday joy for parents is choosing and wrapping the perfect gift for their little one. Collecting gift cards and letting parents do the shopping is the ideal way to help families in shelter.

- New toys only, please.
  Due to time constraints of our programs staff, we only accept new (or unopened) toys.

- Other Toy Guidelines:
  - No toys that resemble or mimic weapons or guns
  - Due to threats of transferrable diseases, we do not accept stuffed animals, blankets, or other plush items.
  - Due to space limitations, large cars/trucks or strollers are not permitted; smaller gifts are better.
In-Kind Donation Receipt

Please complete this form and give it to the EMPath staff person receiving the donation.

Donor Name: ____________________________________________________________

Company (if applicable): _________________________________________________

Address: ______________________________________________________________

Email Address: __________________________________________________________

Business Phone: _______________  Cell Phone: _____________________________

Description of In-Kind Donations

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Total Estimated Value (provided by donor): $_________________

Received by Staff Member: ________________________________

Is this your first donation to EMPath?  Yes  No

If yes, how did you hear about EMPath? ______________________

Thank you for your generosity and support!

Economic Mobility Pathways (EMPath) is a 501(c)(3) organization. A copy of this completed form is your receipt. Your contribution to EMPath is tax-deductible to the extent allowed by law. No goods or services were provided to you in exchange for this gift.

For questions, please email info@empathways.org.