



# toy box collection guide

Every year, churches, businesses, and schools around the community host toy box collection drives for their local Community Christmas Shoppes. Items collected include new and unwrapped toys, games, sporting goods, arts and craft supplies, clothing and electronics. We serve children of all ages, so a variety of gifts are needed!

## *Resources needed:*

- Community Christmas Shoppe Collection Box
- Toy Drop Off poster
- Gift Idea List sheet or half sheet

## *Toy box collection set up:*

- Acquire a Community Christmas Shoppe Collection Box from your local Shoppe leader or ACTION representative the last week of October.
- Set up Collection Box in a well-trafficked area (lobby/sanctuary/auditorium) by November 1st.
- Use the Toy Drop Off poster to promote the toy collection site. Either hang in the window of your business or attach to the Collection Box.
- Attach Gift Idea List to Collection Box (optional: have copies to give out).
- Promote, promote, promote!
- If you are a church: Remind church members that the Toy Box Collection Drive is happening the whole month of November.
- If you are a school/business: Start an office or classroom competition to see who can bring in the most toys!
- Deadline: The last day to donate a toy is Tuesday, December 5th.
- Collection Boxes will be picked up by noon on Wednesday, December 6th.

**ACTION**<sup>®</sup>

SERVE. TOGETHER.