



CHRISTMAS SHOPPE IMPORTANT DATES 2018

SEPTEMBER		
9/01	Saturday	Confirm Shoppe Leadership
9/19	Wednesday	Shoppe Chair Dinner All Chairs/ Key Leaders mandatory
9/15	Saturday	Solicit Donations from Toy Stores and Businesses
OCTOBER		
10/19	Friday	Deadline: Submit Volunteer Shifts and needs to ACTION
10/29	Monday	Confirm Toy Box Locations with local businesses and agencies
10/30	Monday	Deadline: Confirm Shoppe layout
NOVEMBER		
11/01 - 11/07	First Week	Place Toy Collection Boxes
11/12	Monday	Inform ACTION of Box Placement (for our website map!)
11/17	Friday	Distribute invitations to organizations
11/22	Thursday	Thanksgiving
12/02	Sunday	Waffle "Wednesday" <i>All Chairs/ Key Leaders mandatory</i>
11/30	Friday	Deadline: Submit wristband and dot orders to ACTION
DECEMBER		
12/03 or 12/10*	Monday	Deadline: Submit churches and agencies involved list to ACTION
12/05 – 12/14	Week of	Deadline: Toy Box Collection
12/06 or 12/13*	Thursday	Print directions and Point Color Code signs for rooms
12/06 or 12/13*	Thursday	Toy sort and tag (pre-shoppe)
12/07 or 12/14*	Friday	Final walk through (optional but recommended)
12/17	Monday	Deadline: Submit numbers and stats from Shoppe to ACTION
JANUARY		
01/07 – 01/14	Second Week	Schedule a Shoppe Debrief with ACTION!

We kindly ask that you adhere to these deadlines in bold. The other dates are flexible, depending on what works best for your Shoppe and Leadership.

**Dates in red pertain to December 15th Shoppes only*

