

IN-KIND DONATION RECEIPT

It is up to the donor to determine the fair market value of the gift. Keep this information for your tax records since the value of your non-cash gifts may be tax-deductible.

A statement will not be sent out at year-end.

Please fill out and give the paper work to Open Door.

YOUR NAME: _____

CHURCH OR ORGANIZATION: If you are delivering this donation for someone else (church, organization, etc.), please write that name below.

ADMINISTRATION

Receipt Requested Yes ___ No___ Address _____ Contact Name _____

_____ Donation of _____

_____ Other Items _____

HOMELESS SERVICES

Receipt Requested Yes ___ No___ Address _____ Contact Name _____

_____ Food (Homeless Resource Center - HRC)

_____ Other Items _____

KLOTHES KLOSET

Clothing (Description) _____

Household Items _____

Other Items _____

Accepted By _____ Date _____



Food • Clothing • Shelter

Our **Klothes Kloset**, located at **402 E. 2nd Street** (corner of 2nd and Topeka streets) in downtown Wichita, accepts the following women's, men's, children's and infant clothing for distribution, free of charge, to those in need. Donations are accepted **Monday through Friday from 8 a.m. to 3 p.m. and Saturday from 9 a.m. to noon. If you need more information, please call (316) 265-9371. A map of our location is on the next page.**

A few polite requests regarding donations to the Klothes Kloset:

1. Since we do not have laundry facilities, we respectfully request that you only bring **gently used items in clean and good/working condition.**
1. Storage space for off-season clothing is limited, please limit clothing donations to items that we can distribute during the current season. We distribute according to the weather. A rule of thumb, we distribute **summer clothes between March and September, and winter clothes are distributed between October and March.**
2. We do not accept furniture; again, this is a space limitation.
3. Due to current federal regulations regarding lead, we are not accepting children's toys at this time.
4. If you will be making a large donation, please call in advance to ensure we have space available. Also, if you can, please bring help to unload as we have a shortage of volunteers, and many of our volunteers are retired ladies. Your assistance is greatly appreciated.

- Men's, women's & children's clothing
- Shoes (matching pairs only please)
- Socks (matching pairs only please)
- Underwear
- Winter coats, hats, scarves, gloves/mittens
- Purses, belts, ties
- Men's suits & sport coats
- Kitchen & dining:
 - Dishes
 - Glasses
 - Pot holders
 - Placemats
 - Silverware
 - Pots & pans
- Bath towels
- Small housewares & appliances
- Curtains
- Pictures, lamps
- Infant car seats
- Strollers, high chairs & booster seats
- Puzzles & games
- Books (please no encyclopedias or textbooks)
- Bedding
 - Sheets
 - Blankets
 - Bedspreads
 - Pillows & pillow cases
- Tools
- School & craft supplies
- Medical aids:
 - Walkers, canes & crutches
 - Bath benches
- Luggage & backpacks

We can always use more volunteers! If you would like to help, please contact our volunteer coordinator, Tim Stead at **(316) 267-4201 ext. 4252** or tstead@umopendoor.org.

If you are interested in making a monetary donation to support Open Door programs, please contact Development Director Nicole Dibben at **(316) 265-9371 ext. 4014** or ndibben@umopendoor.org. All conversations are held in strict confidence.

For more information about Open Door's services, visit www.umopendoor.org.

Thank you for opening your heart to people in need!

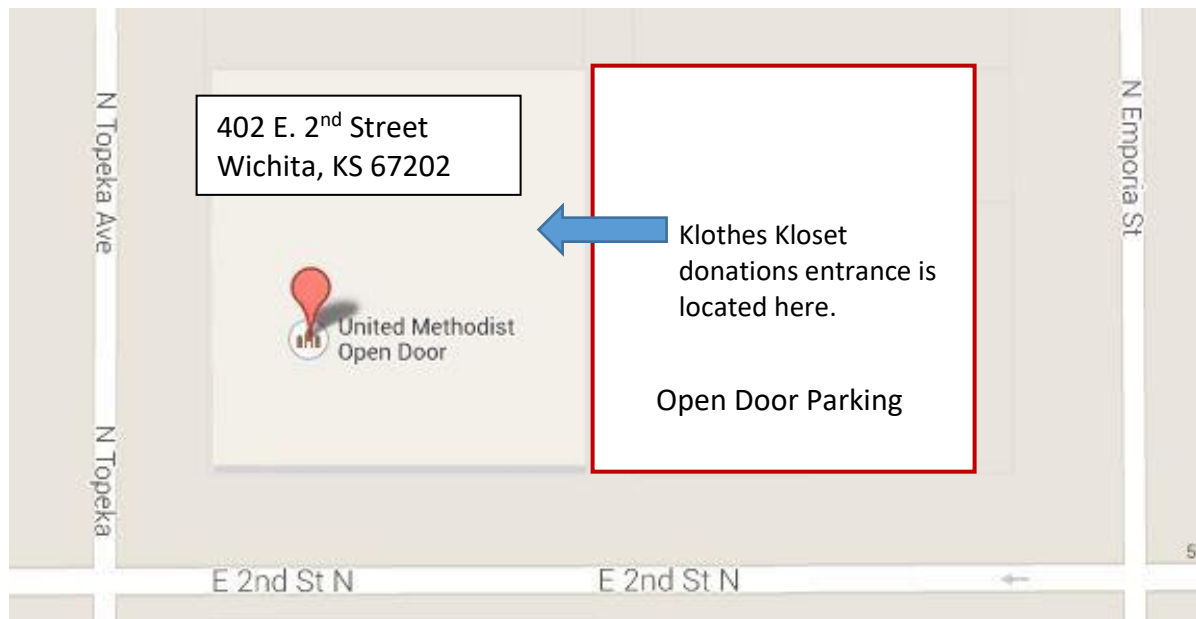


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www.opendoor.org
PO Box 2756 :: Wichita, Kansas 67201-2756
[316] 265.9371 tel :: [316] 265.4064 fax





Please note that 2nd Street is a one-way street heading to the west. Topoka Street is a one-way street heading to the south, and Emporia Street is a one-way street heading to the north.



The donations entrance is the second door north of 2nd Street, just off the alley (see arrow above). You may park in our lot or pull into the alley, where we have two parking stalls accessible from the alley that are reserved for donation drop-off. Please do not block the alley for safety reasons.



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