

The Hope Chest

A project of Gifts For Our Community

Organization Agreement

Date: _____

Organization Legal Name: _____

Address: _____

City / State / Zip: _____

Phone: _____ Fax: _____ Email: _____

Website: _____

Items received through this program are restricted by our source for “the needy, ill or youth” as identified by your organization’s representatives. Please tell us about the population(s) you serve.

This program is open to nonprofit organizations and faith-based groups.

____ We have an IRS Letter of Determination

____ We are a nonprofit organization

____ We are a faith-based organization.

Person(s) authorized to pick-up items. Please include phone numbers and/or e-mail addresses to contact them.

Agreement

I agree that my organization **will not sell, raffle or auction** any of the donated items received from The Hope Chest. I also agree that our organization’s staff and volunteers will not take donated items for personal use.

I agree to accept donations in an “as is” condition and **not** hold Gifts For Our Community, employees, board of directors, agents and volunteers harmless from any and all claims or causes of action including personal injury and property damage, which may result from or arise from use of any items donated.

I understand that failure to comply with the conditions of this agreement may result in the Gifts For Our Community suspending or terminating this Agreement to release donations to my organization.

Authorized Signature: _____ Date: _____

Title: _____

Signed: _____ Date: _____

For Gifts For Our Community

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Guidelines for Receiving Donations

1. Organizations must complete The Hope Chest Organization Agreement to receive donations.
2. A Hope Chest Request Form can be downloaded and faxed to 360-695-6466 or delivered to Divine Consign at 904 Main Street. Request Forms are available at the project's space at 904 Main Street and on www.giftsforourcommunity.org under "Hope Chest."
3. Donations are provided only to organizations that have signed the Organization Agreement for distribution to their clients. Individuals are not eligible to receive donations directly from The Hope Chest.
4. To participate in The Hope Chest project, organizations agree to not sell, raffle or auction any of the donated items and agree to prohibit their staff and volunteers from taking donated items for personal use.
5. Persons picking up donations must be able to carry (at least) 10-15 pound bags or boxes up a flight of stairs from the program's basement location. You must bring the help you need to carry boxes to your car.
6. Your contact person will be called when your order is ready to pick up.
7. The Hope Chest cannot guarantee consistency of items in stock.
8. Items that are defective may be returned.

Please feel free to share your comments and suggestions for The Hope Chest program.

The Hope Chest Project
Address: 904 Main Street
Vancouver, WA 98660
360.695-6443 Fax: 360.695-6466
shop@divineconsignfurniture.org