



SANTA'S SLEIGH "ADOPTION" GUIDELINES

**This is where you have the opportunity to be
"SANTA CLAUS" and bless a child in need.**

KCM will provide information on children and senior adults, including age, gender, clothes size and Christmas Wish List. When adopting several children, please treat them equally.

If you are a group or organization adopting 10 or more children you must **APPOINT A CHAIRPERSON** to oversee the adoption of families. This is so they can ensure that all children within each family are shopped for equally. This chairperson will also be the liaison between your group and the Santa Sleigh committee.

IMPORTANT: Due to space limitations, please DO NOT donate furniture, beds, or heavy appliances. Due to the weight of non-perishable food items and the limited space at our delivery location, we are requesting you give Gift Certificates to area grocery stores, instead of non-perishable food items. Please place the gift certificates in envelopes, label them with the child's name and adoption number and give them to the Santa's Sleigh Chairperson at gift drop off.

Please limit the gift cost per person to a minimum of \$75 and a maximum of \$125. Place UNWRAPPED gifts in a black heavy-duty trash bag. It is then very important to write the adoption number and the child's name BOLDLY on the outside of the bag and make sure it is firmly taped to the bag with cellophane packing tape. **Please use a separate bag for each child.** You may bring wrapping supplies for the gifts in a separate bag.

Bicycles, tricycles and wagons should be delivered already assembled and labeled with the child's name and adoption number. Tape an 8 ½" x 11" label to the handle bars or wagon handle. This is to ensure the correct child receives his/her gift.

Deliver your Santa Sack(s) filled with the UNWRAPPED gifts to the old KCM donation drop center at **Trinity Faith Church, 5900 10th Street, Katy, Texas 77493. Delivery times are Friday, December 7, 2018 from 12:00noon to 7:00pm OR Saturday, December 8, 2018 from 9:00am – 1:00pm.**

KCM respects the confidentiality of families in need. KCM will not reveal last names and addresses of clients enrolled through the KCM office. **PLEASE, DO NOT REVEAL YOUR IDENTITY IN ANYWAY to the recipients.**