

GENERAL SHIPPING INSTRUCTIONS

When you are ready to ship these items, please complete and submit the Service Project Inventory Sheet to accurately record your efforts. We recommend that you collect donations or work with a local business to cover the cost of packaging and shipping the supplies to Operation Smile.

Please complete the following information:

Date	
Contact Person & Title	
Club Name	
Address	
City, State, Zip	
Phone	
Cell/Alternate Phone	
Email	

An email will be sent to confirm receipt of your donation.

If you are sending more than one package, please use a separate form for each package and include only the contents of that package. Place the inventory sheet on top of the contents. Please use multiple sheets if necessary.

Thank you for helping to change a child's life by sharing your time, talent and resources.

To receive full credit for your club, please complete and enclose this form at the top of each box and send to:

Operation Smile
ATTN: Warehouse
3641 Faculty Boulevard
Virginia Beach, VA USA 23453

Please contact Operation Smile at 1-757-321-7659 or communityrelations@operationsmile.org if you have any questions or concerns.

SERVICE PROJECTS INVENTORY FORM

ITEM	QTY.	VALUE	SUB-TOTAL	ITEM	QTY.	VALUE	SUB-TOTAL
CHILD LIFE THERAPY SUPPLIES				SMILE BAG SUPPLIES			
Ball Soft Foam/Rubber		\$3		Shampoo hotel/travel		\$2	
Barbie Style Dolls		\$7		Comb wide tooth		\$2	
Basketball hoop		\$7		Wash cloth		\$2	
Blocks plush/wood/plastic		\$7		Soap (bars) hotel/travel		\$2	
Bowling/Ring Toss		\$12		Toothpaste Travel (1.0 oz)		\$2	
Bowling Toy Set		\$12		Toothbrush Kids		\$2	
Building Blocks		\$12		Stuffed toys (small. Medium)		\$2	
Card game		\$2		Crayons (8 count only)		\$2	
Connect 4		\$7		Coloring Books (thin)		\$2	
Construction Paper		\$2					
Hot Wheels		\$2		Toothbrush Adults		\$2	
Jump Rope		\$2					
Markers		\$2					
Matchbox cars		\$2					
Paper Art/Easel		\$7					
Play Mat Floor Foam		\$12					
Play-Doh		\$2					
Puffer Ball		\$3					
Pull Back Cars		\$2					
Pull-Along Toys		\$10					
Puzzles		\$3					
Rubik's Cube		\$3					
Fidget Spinner		\$2					
Stacking Toy Set		\$7		HANDMADE SUPPLIES			
Stickers (per sheet)		\$1		Children's Hospital Gowns		\$7	
Stress Smile Face Balls		\$2		Blankets/Quilts/Afghans		\$12	
Stuffed Toys (Medium Sizes)		\$3		Smile Bags		\$3	
Yo-yo		\$2		Smile Splints		\$3	
				Tongue Depressors (100)		\$5	
Sub-Total				Sub-Total			
TOTAL VALUE: \$							