



LINENS & GIFTS REPORTING FORM

THIS FORM SHOULD BE COMPLETED AND SUBMITTED WITH EACH DONATION.

CIRCLE NAME: _____

REPORTING PERSON: _____

PHONE: _____

MONTH: _____

YEAR: _____

Note: List the number of Items in each Category.

LINENS (HAND-MADE) ITEMS

ITEM	QUANTITY
Bears	
Blankets (Quilts, fleece, etc.)	
Developmental Hearts for NICU	
Journal Bags	
Knitted Hats (all sizes baby to teen)	
Look-a-like Dolls	
Tooth Fairy Pillows	
Miscellaneous Linen: (Bibs, Burp cloths, Pillow Cases, Heart pillows, Booties, etc.)	

GIFTS

ITEM	QUANTITY
Batteries	
Reading Books – Only new books	
Crafts: (Coloring/Activity Books, Construction Paper, Paint, Brushes, Pipe Cleaners, Glue, Tape, etc.)	
Crayons & Markers	
Magazines (Must be within the last 3 months excluding National Geographic.)	
Playing Cards	
Socks	
Toys	
Miscellaneous Gifts: (Stationary, Pens, Pencils, Games, etc.)	

Submit completed form accompanied by donations to:

The King's Daughters Office | 601 Children's Lane, 2nd floor | Norfolk, VA 23507 | Tel: 757.668.7098

Fax: 757.668.8907 | Email: info@kingsdaughters.org

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