

# ANNUAL LINENS & GIFTS REPORTING FORM

To help the KD office verify records, please submit this form if your Circle donated linens or gifts between July 1, 2025 – June 30, 2026. This form should only be submitted at the end of each fiscal year.  
**DUE BY JUNE 30<sup>th</sup>.**

Circle: \_\_\_\_\_ Form submitted by: \_\_\_\_\_

Phone: \_\_\_\_\_ Fiscal Year: \_\_\_\_\_

List the number of items in each category.

## Linens (Handmade Items)

Item	Quantity
Bears	
Developmental Hearts for NICU	
Journal Bags	
Tooth Fairy Pillows	
Miscellaneous Linen: (Bibs, Burp cloths, booties, etc.) *No knitted items	

**TOTAL:** \_\_\_\_\_

## Gifts

Item	Quantity
Batteries	
Reading Books- Only new books	
Crafts: (Coloring/Activity Books, Construction Paper, Paint, Brushes, Pipe Cleaners, Glue, Tape, Stationary, Pens, Pencils, etc.)	
Crayons & Markers	
Playing Cards	
Socks	
Toys & Games	
Miscellaneous Gifts:	

**TOTAL:** \_\_\_\_\_



**Submit completed form to:**

The King's Daughters | 601 Children's Lane, 2<sup>nd</sup> floor | Norfolk, VA 23507  
Tel: 757.668.7098 | Fax: 757.668.8907 | Email: [info@kingsdaughters.org](mailto:info@kingsdaughters.org)