

# Gifts for the Homeless



October 30, 2010

Bart Epstein  
President  
703.486.0284

Firm Coordinator  
Washington, D.C.

Anne  
Delhommeau  
Treasurer  
202.263.0160

Dear Firm Coordinator:

100% of the contributions GFTH receives are used to buy clothing and other necessities for the homeless and needy in the Washington metropolitan area.

Participating firms or Board members underwrite 100% of GFTH's operating costs.

Contributions are tax deductible – GFTH is a 501(c)(3) organization.

As winter approaches, Gifts for the Homeless, Inc. is once again gearing up for our annual campaign to collect used clothing – and raise money to purchase new clothing – for homeless men, women, and children in DC. I am writing to thank you for volunteering to serve as a coordinator for this year's drive and to give you information and documents that should make your job easier. With your help, the 2010 campaign will be the best ever!

*We need your help in (1) collecting monetary contributions for the purchase of new clothing, (2) collecting donations of used clothing, and (3) recruiting volunteers willing to sort the used clothing and make deliveries to area shelters. To assist you, I have enclosed:*

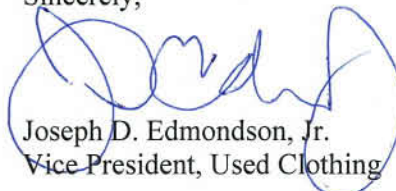
- A campaign summary that you may edit and post on bulletin boards and/or send out;
- An information sheet, with key data on the 2010 campaign for firm coordinators;
- A summary of the three options for making monetary donations;
- An initial solicitation memorandum that you may edit and send to all employees;
- A volunteer sign-up form for those who want to help sort and distribute used clothing;
- A map so your volunteers can find our sorting site at the Portals III complex in Southwest;
- A credit card donation form; and
- A receipt for used clothing donations.

You can download electronic versions of these documents (other than the receipt for used clothing) and obtain other updates and information from our website at [www.gfth.org](http://www.gfth.org). In particular, a convenient version of the volunteer form can be filled out and submitted electronically on the website.

*Please note that all monetary donations should be sent to our lockbox with PNC Bank to ensure security. Please see the enclosure on donating for the lockbox address and other information for making contributions.*

We at GFTH deeply appreciate your willingness to coordinate your organization's fundraising and used clothing donation efforts this year. You are key to the campaign's success. If you have any questions, please contact me at (202) 672-5354 (e-mail: [jedmondson@foley.com](mailto:jedmondson@foley.com)) or our volunteer coordinator, Ceceile Patterson at (202) 371-7695 (e-mail: [gfthdc@gmail.com](mailto:gfthdc@gmail.com)).

Sincerely,



Joseph D. Edmondson, Jr.  
Vice President, Used Clothing

Enclosures (8)