

# Donations

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# Inspecting Donations

## Guidelines for Inspecting Furniture

### Look for the following:

- Rips or tears in the fabric, even if they are on the underside of the cushion or back of a couch that are **large**.
- Leather or paint that is peeling/chipping off - hazardous to kids
- Poorly refinished/painted pieces of furniture
- Broken zippers on cushions so that foam is sticking out
- Stained or dirty - no stains on cushions that are noticeable
  - If the cushion can be flipped over to a side with no stains, we may accept it
- Not covered in pet hair
- Claw marks from pets - should be nothing noticeable
- Must function as designed
- Missing pieces
- Mold, strong, musty smell/cigarette smoke or water damage
- The item should be sturdy and not fall apart when trying to move it
- No items that need more than 2 men to lift
- No excessively tall items
- Veneer is missing - use your judgment
- Inspect for bed bugs
- Lift up all cushions
- Open drawers to look for visible evidence of bugs or rodents. If you see any evidence, turn it down immediately.
- If the furniture is large or oversized and won't fit in a truck easily, please turn it down. Most of our clients live in small apartments, and/or items have to go up staircases.

**\*\*\* If your first reaction when you see the furniture is not good, go with your gut as it is what most others will think too.\*\*\***

# Saturday Donations Process Flow

## TRAFFIC COP

**Prepare clip board with tax receipt, tally by town form, client names**

### **Greeting of arriving vehicle**

- Thank you for coming.
- What town are you from?
- Have you been here before?
- Do you need a tax receipt?
- Drive to the right, someone will wave you to the unloading point.

### **For early arrival of clients**

- Welcome, your name and appt. time?
- Direct them to park, let them know you'll let inside know you're here
- Go inside to tell check-in person

## GREET & INSPECT DONATIONS

**Review Donation Take and Don't Take sheets**

### **Greeting of arriving vehicle**

- Thank you for coming! Have you been here before?
- What do you have for us today?
- Please turn off your car.
- We'll inspect it and then unload

**Inspect: \*\*does it pass the "I'd give this to my family".**

- Condition - tears, stains, very worn, very faded,
- Smells - mold, cigarettes, pet "friendly"

### **Further Inspect items:**

- Read the What We Take/Don't Take on the FSFB website
- Housewares – scan box for scratched, worn pots, pans, plastic dishes & containers,
- Linens – “have they recently been cleaned?”
- Rugs – many/large stains on top & bottom (usually by pet), smells
- Upholstered chairs – worn arms, cushions, back; stains; tears(if small, may have the time to fix).
- Mattresses – where has this been used? (guest room is usually acceptable, need 8” thickness
- Box Springs – we’ll take them!...unless large tear that can’t be taped

## **If items don’t meet FSFB standards, thank them, explain**

- We don’t accept these items. Did you see our website?
- These items don’t move.
- These items are better for Savers.
- We’re unable to take this item as it won’t fit/work for our clients small space
- Linens can go in our Fiber Recycling bin

## **DONATIONS MOVERS**

- Setup outside - cones, carts, small, carts, linen bins, mattress tarp
- Spray mattresses, box springs
- Apply same color dots to table & chair sets, and bedroom sets
- Unload inside - linens, appliances, furniture in back
- Wrap table legs and bed frames....recheck for same color dots!

## **Other places to donate:**

- Savers – Marlborough, Framingham
- Ashland Worcester - ReStore – light fixtures, paint
- Sudbury - Goodwill truck
- Buynothingsellnothing.com
- Maynard – dump 1 item
- Sudbury – Facebook “Sudbury Curb Alert”

# Additional Resources for Donors

## Clothing

- Berlin: Many Hands Thrift Shoppe – 24 Central St. (Rte. 62) (508) 838-2575
- Marlborough: Our Lady Thrift Shop – 197 Pleasant St. (508) 481-1284
- Savers – 222a East Main St. ( 508) 485-5191 <https://www.savers.com/>
- Marlborough Food Pantry – 255 Main St. (508) 481-4080
- Framingham: Savers – 500 Cochituate Rd. (508) 875-0225 <https://www.savers.com/>
- Hopkinton: Project Just Because- 109 South St. (508) 435-6511
- Worcester: Savers- 490 Lincoln St. (508) 853-3653

## Mattresses

- Acton: Household Goods 530 Main St - 978-635-1710 <http://householdgoods.org/>
- Chelmsford: The Wish Project – 166 Middlesex St. North – 866-947-4360  
<http://thewishproject.org/>
- Walpole: New Life Furniture Bank – 102 Elm St – 774-316-NEWL <https://www.newlifefb.org/>

## Futons, Sleeper Sofas

- Acton: Household Goods 530 Main St. (978) 635-1710 <http://householdgoods.org/>

## Baby Furniture, Car Seats, and Strollers

- Acton: Household Goods– 530 Main St. (978) 635-1710
- Chelmsford: The Wish Project – 166 Middlesex St., North (866) 947-4360 Building Supplies & Appliances

# Cabinets, sinks, fixtures, hardwired lights, etc.

- Habitat for Humanity Restore Donation Centers: <http://www.habitat.org/restores/>
  - Ashland- 310 Pond St. (508) 799-9259 x-204
  - Leominster- 637 Lancaster St. (978) 227-5556
  - Worcester- 640 Lincoln St., Suite 100 (779) 236-6283

## On-Line

- [freecycle.org](http://freecycle.org)
- [craigslist.org](http://craigslist.org) has a free section.
- [nextdoor.com](http://nextdoor.com)
- Facebook Marketplace both have free sections.

## Other

- Big Brothers Big Sisters Schedule a free pick up: <https://www.bbbsfoundation.org>
  - They will pick up clothing, most children's/ baby items, sewing machines, etc.

**The above information came from these group's websites, so call ahead to double-check what they take.**