

Please call Tonisha Daniel at 708.338.1724 ext. 220 to schedule all donation drop-offs. Inquiries about donations can be directed to [tdaniel@housingforward.org](mailto:tdaniel@housingforward.org). Please provide a description of the item(s) being donated. The description includes:

- Description of donation with quantities
- Size with measurements
- Pictures of items

*Please remember:*

- Item(s) should be free of pet hair
- Item(s) should come from a smoke-free home
- Item(s) should be gently used, clean, and free of stains and rips (blankets included.)

Unfortunately, we are unable to accept the following:

- Mattresses and box springs (*due to potential bed bug contamination*)
- Large household appliances (*stoves, refrigerators, washers, dryers, air conditioners, water heaters*)
- Torn, soiled or ripped blankets, sheets or clothing
- Large items that are damaged or are not in proper working condition and require maintenance (*TVs, microwave ovens, copy machines, etc.*)
- Items with missing pieces or parts
- Torn, soiled or otherwise damaged upholstered couches and chairs
- Computers older than three years old, computers with no operating system and computers that have not been wiped clean of contents
- Televisions as follows:
  - Large console model televisions and stereos are extremely heavy and present a danger to our employees.
  - Non-cable-ready TVs that cannot be connected to digital converter boxes.
  - Black and white TVs.
- Items that have been recalled - CPSC <http://www.cpsc.gov/en/> (*Infant furniture, car seats, exercise equipment, baby cribs, strollers, carriages, playpens/play yards, children's items containing lead or phthalates*)