**We are delighted that you chose the Open Door Mission as a place to share your generosity of clothing, furniture and small items.**

**BEFORE YOU LEAVE A DONATION OF THESE ITEMS WITH US, PLEASE READ THESE STATEMENTS.**

**“Open Door Mission did not provide any goods or services in consideration for this contribution.” Open Door Mission is a 501(c) 3 non-profit organization and your donation is tax deductible.** According to IRS regulations, Open Door Mission does not set a valuation on your donation. It is your responsibility to assign a value to your item(s). For professional advice, please consult your tax advisor.

If you require a donation receipt at the time of your donation, please make your donation by appointment. Otherwise, you may leave your donation and original purchase receipts - including your contact information (*Name, Address, Zip Code, Phone, and Email Address*) - to receive a donation receipt by mail. **(*Without original purchase receipts, your donation will be valued per the Goodwill Industries valuation guidelines.*)**

**New and clean, gently used donations** from individuals and businesses in our community are vital to replenishing the resources Open Door Mission is able to provide for our residents. Please review the list of acceptable and unacceptable items:

**ACCEPTABLE DONATIONS**

**MEN’S CLOTHING MEN’S ACCESSORIES PERSONAL ITEMS (UNUSED)**

Shirts Dress Shoes/Loafers Toothbrushes

Jackets Sneakers Deodorant

Coats Caps Bar Soap

Pants Shower Shoes Toothpaste

Slacks Gloves Shaving Razors

Suits Belts Shaving Creme

Walking Shorts Slippers Underwear

Sweat Shirts Socks Shampoo

Sweat Pants Shoe Laces Combs

Exercise Pants Ties Hair Brushes

Exercise Shirts Bow Ties

Exercise Jacket Pocket Squares

Jeans Handkerchiefs

Sweaters Scarfs

Pajamas/Robes Boots

**OTHER PERSONAL ITEMS MEDIA**

Towels Luggage Bibles (Large Print)

Blankets Batteries Hardback & Paperback Books

Sheets Combination locks Magazines

Pillows Metro cards Computer software

Clothes hangers Paper, Notebooks, Pens

**UNACCEPTABLE DONATIONS**

Soiled, wet, torn, stained or damaged items Weapons **Food\*\*\***

Women’s Clothing Mattresses Flammable Products

Children’s Clothing Animals Automobile Parts

Infant Products (car seats, cribs, etc.) Used Toys/Games Hazardous Materials

Broken, stained, soiled or damaged furniture Jewelry

Open Door Mission does not accept these items and others because if they cannot be used by our male residents, we will be forced to dispose of them for safety/storage reasons. The fees for disposal/storage of these items increase our operation expenses and reduce the resources available to support our residents. Accepted donated items that are not used by the Open Door Mission may be liquidated to pay operating expenses of the Mission.

**Acceptable donations list is not all inclusive.** **Items not listed may be acceptable for donation under pre-approved terms at pre-arranged scheduled times. Please contact our Administrative offices at (713) 921-7520 for more details.**

**FINANCIAL DONATIONS ARE ALWAYS WELCOME!**

**PLEASE VISIT OUR WEBSITE AT** [**WWW.OPENDOORHOUSTON.ORG**](http://WWW.OPENDOORHOUSTON.ORG) **FOR INSTRUCTIONS OR CALL (713) 921-7520.**

**FINANCIAL DONATIONS MUST ONLY BE ACCEPTED BY AUTHORIZED**

**OPEN DOOR MISSION STAFF.**

***\*\*\* - Food donations are accepted under separate guidelines and must be inspected and received by the Open Door Mission Kitchen Manager at the time of the donation.***