

# SANTA'S ELVES

Thank you so much for adopting a family for the holidays through the Denver Dream Center's Santa's Elves event! We are so excited for the joy this act of kindness brings and we are so thankful for your giving heart.

Below you will find instructions for gift drop off:

(Note: If you are unable to attend the event on Saturday, December 8th, we will gladly have a Denver Police Officer or Denver Firefighter give the gifts to your family on your behalf. Please follow these simple steps below.)

## --WRAPPING THE GIFTS--

Please wrap and label each child's gift with their name and family number.

Label example:

Tim, Family #1001

## --PACKAGING THE GIFTS--

Please group each child's gifts into a bag with his/her name and family number on the outside of the bag.

Packaging example:

Use a tall kitchen bag to hold the gifts for each individual child.

Label the bag: Family #1001, Tim, Bag 1 of 1

## --GATHERING THE GIFTS--

Please put all of the individual children's bags into a big family bag with the family number and the time slot.

Gathering example:

Place the kitchen bags into a large black leaf bag.

Label the bag: Family #1001, 12pm Slot, Bag 1 of 2

Bags can be dropped off at 2839 W 44th Ave, Denver, CO 80211 Monday through Friday between 9:00am to 4:00pm. Ring the doorbell or call 720-510-9113 upon arrival. If you need to drop off before or after hours, call 720-510-9113 or email [info@denverdc.org](mailto:info@denverdc.org).