

# LUTHERAN WORLD RELIEF 2023 CHURCH REPORTING FORM

(Give this completed form to the person checking you in at the LWR truck collection site.)

Church name: \_\_\_\_\_

City/State \_\_\_\_\_

Contact name, phone number & email: \_\_\_\_\_  
(In case we need to contact you)

<u>ITEM</u>	<u># OF BOXES</u>	<u># OF KITS/QUILTS</u>	<u>WEIGHT (lbs)</u>
<i>Quilts</i>	_____	_____	_____
<i>Personal Care Kits</i>	_____	_____	_____
<i>School Kits</i>	_____	_____	_____
<i>Baby Care Kits</i>	_____	_____	_____
<i>Fabric Kits</i>	_____	_____	_____
<b>TOTALS</b>	_____	_____	_____

**REMEMBER: NO Plastic or paper bags inside box. EACH BOX'S MAXIMUM WEIGHT IS 40 LBS!**  
*Only one type of kit or quilts in each box.*

**LABEL** each box in **LARGE BLOCK LETTERS** using a heavy black marker or affix a label with following information:

--Church name, city, state  
--Weight in lbs (after sealing)

--Name of type of kit/quilts in the box  
--Quantity of quilts or kits in the box

You can now log on to the LWR Quilt & Kit Tracker at [www.lwr.org/tracker](http://www.lwr.org/tracker) and print out a special barcode to put on your shipment of Quilts & Kits so you can see where your gifts go!

**NOTE:** Donations to the Quilt & Kit Shipping Fund are essential to project success! Make checks payable to Southeastern Synod Women of the ELCA with a memo notation "LWR Quilt & Kit Shipping Fund" and mail them to our Synodical Treasurer-Diana Palma, 312 Honey Locust Ct., Peachtree City, GA 30269

*Your gifts of time and resources toward making LWR Quilts & Kits are beautiful expressions of God's love and grace to those in greatest need. Thank you for your partnership in putting them together.*

**Collection Site Coordinators - please have copies of this reporting form available on collection day!**

**\*\*\* Please Note that as of May 1, 2020 Lutheran World Relief is not accepting donations of bulk (boxed) soap or Fleece-tied blankets. These items will not be loaded onto the truck! \*\*\***