



UNITED WAY OF GREENVILLE COUNTY'S SCHOOL TOOLS

Backpack Donation Instructions

Our goal is to pack and distribute 3,500 backpacks for students this year. To ensure we're able to reach that goal, we ask that you follow the instructions below. Thank you for your commitment to supporting our community!

1. Every student deserves a new backpack and school supplies, so we are only accepting **NEW and UNOPENED supplies**.
2. Choose a durable tag and use permanent marker or a pen with waterproof ink. It should be able to stand up to handling, transport and water.
3. Ensure that each tag clearly identifies the school level (elementary, middle or high school) for the backpack. **If you have an incomplete backpack, indicate on the tag what supplies are NOT included.**
4. Attach the tag securely. Find a suitable location on the backpack to attach the tag. Ideally, choose a visible and easily accessible area, such as a handle or strap (**please do not put tags in pockets**). Ensure the attachment point is sturdy and won't easily break or detach.

Please direct additional questions to Tedra Coakley at tcoakley@unitedwaygc.org.