

Running a Gift Drive

YOUR HELPFUL GUIDE 2025

We believe that EVERY child deserves to experience the excitement of receiving a gift.

Please help us make that happen.

Thank you for your interest in supporting Box of Hope. Each year, our corporate donors enjoy the warm, happy feelings associated with running their own gift drive to support underprivileged children.

Together in 2024, our donor community brought gift excitement to over **34,600** children in Hong Kong and South East Asia. The generosity and kindness was outstanding. We'd love to have you be part of that this year.

This guide outlines everything you need to know to run your own gift drive, creating fun and joy for all involved.

Our website contains lots of FAQs and by all means contact me if you need anything at all.

Warm regards,

Melanie Ng
Corporate Coordinator
corporates@boxofhope.org



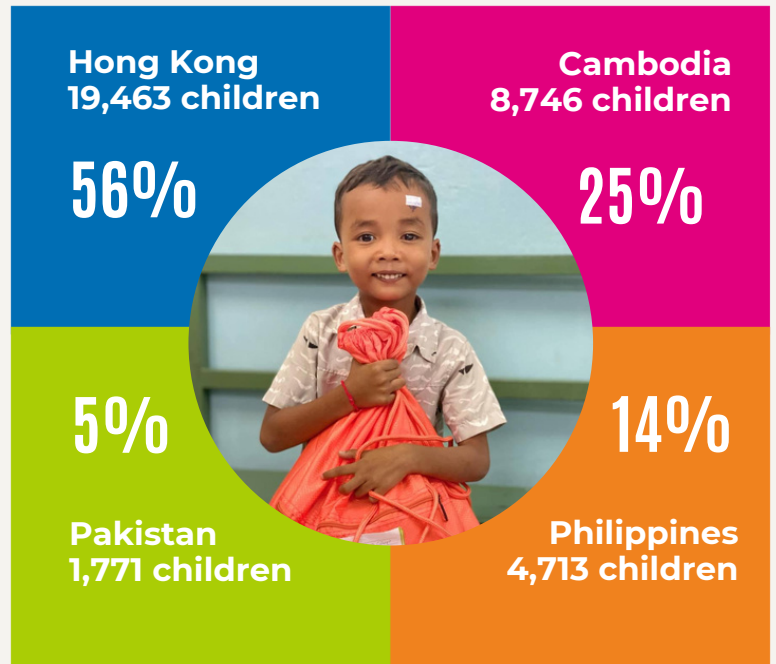
Where Our Gifts Went in 2024

34,693 Children

experienced the excitement of receiving a gift donated by Hong Kong school students, individuals and the local business community.

84 Charity Partners

assisted in receiving and distributing gifts to children and families on behalf of Box of Hope across Asia.



Our Generous Supporters



191

Supporting Schools

(38,480 gifts - 93.3%)



56

Corporates

(2,753 gifts - 6.6%)



442

Volunteers



20

In-kind Donors



Our Tips for Creating Your Gift

It is highly likely that the child receiving your gift, will have NEVER received a gift before.

Please follow the guidelines below to make sure their first gift experience is truly amazing.

- **Packaging:** Source adult-size shoe boxes or backpacks (we can provide for HK\$20 each) to house your gift items.
- **Decorate:** Feel free to wrap and decorate your gift box as you like - but please make sure the box is NOT sealed.
- **New Items:** Ensure all gift items are NEW - we cannot distribute any pre-loved, old or used items.
- **Check List:** Include items from all the gift sticker categories (refer next page) so gifts are as FAIR and EQUAL as possible.
- **Ages in Need:** Consider creating a gift for an infant (0-3yrs) or a teenager (11-16 years). These are our most underserved age groups and we need your help to fill a growing gap.
- **Stationery:** This is by far the most valued item in the gift - please consider adding extra items into your gift as the children not only LOVE stationery but NEED it for school, and it's expensive.

Boxes or Bags Like These are Perfect



What to Include in Your Gift

- **Gift Sticker:** Please use the gift sticker (example below) to tick off items as you include them - that way, you won't miss anything out. We provide these, so please let us know how many you need.
- **A Note:** The kids love to know who their gift is from, so feel free to include your name/organisation on the sticker and include a short gift note.
- **Shipping Donation:** Please note that we kindly ask for a **HK\$30** donation, per gift, to cover onward logistics costs. Please keep note of how many gifts your company is donating and we can arrange an invoice for ease of payment.
- **Requested Items Only:** Please **ONLY INCLUDE** the items requested on the sticker - these are approved by the charities who support our gift recipients

Gift Sticker

PEEL AND STICK ON YOUR BOX OF HOPE



NAME: _____

SCHOOL/COMPANY: _____

BOY GIRL

NEUTRAL 11 + YRS

TEENS SUPPORTING TEENS

Each box/bag **MUST** contain the following items:
Please use the check boxes to make sure you have everything:

HYGIENE	STATIONERY	COOL, FUN STUFF
<input type="checkbox"/> 1 adult toothbrush and large toothpaste	<input type="checkbox"/> 1 A5 notebook	<input type="checkbox"/> A game e.g. - mini Jenga, mini board games, adult colouring book OR
<input type="checkbox"/> Small roll-on deodorant	<input type="checkbox"/> Regular pens, pencils	<input type="checkbox"/> Get active e.g. - small ball, ball and pump, skipping rope, bat and ball set, yo-yo
<input type="checkbox"/> Sanitary pads or period pants for girls	<input type="checkbox"/> Highlighters and maths set	<input type="checkbox"/> Accessories e.g. - sunglasses, jewellery, cap, hair bands OR
<input type="checkbox"/> shower gel OR	<input type="checkbox"/> Ruler, eraser and sharpener	<input type="checkbox"/> Love me e.g. small plushie and a t-shirt (NEW), socks
<input type="checkbox"/> hand lotion		

Please include a small notecard with a message for the teen who will receive your box. Thank you.

STILL ROOM IN YOUR BOX? PLEASE FILL UP WITH EXTRA STATIONERY, GAMES, LIP BALM, SMALL MOISTURISER, SOAP, WASH CLOTH.

PEEL AND STICK ON YOUR BOX OF HOPE



Please donate \$30hkd to fund the delivery of your gift to a child in need. Thank you.



Scan our QR code to learn how to make your Box of Hope



LOVE YOUR BOX?

We will select four of the most beautifully decorated boxes to win our box design competition

 @boxofhopehk
 #boxofhopehk
 @boxofhope

www.boxofhope.org

Ways to Run a Gift Drive

Choose which setup suits your company best:

- **Self Funded by Colleagues:** Your colleagues prepare their own gifts, as per our gift sticker, and bring them to your designated collection point to facilitate easy collection and delivery.
- **Funded by Your Company:** Your organisation funds colleagues' gift donations and provides the bag/boxes and all the gift items. Host a day where your colleagues can pack these items together as their contribution.
- **A Mix of Both:** Your company and colleagues collaborate to fill the gift and packaging requirements. This may help to reduce costs by sourcing in bulk but also give colleagues a chance to add their own personal touch.

How We Can Help

- **Team Leader:** We recommend nominating a project leader - someone to liaise with us throughout the process and to communicate key dates to your colleagues.
- **Sourcing Gifts:** We have lots of local vendor contacts and can also help to provide bags for your gifts (HK\$20/each).
- **Social Media:** Tag us on [@boxofhopehk](https://www.instagram.com/boxofhopehk) so we can share your gifting journey with our community.



Before Your Gifts Come To Us

Important Reminders

- **All Items are Included:** Double check your box or bag contains all the required items listed on the gift sticker.
- **Complete the Gift Sticker:** Ensure you have selected the appropriate age and gender on the sticker.
- **Secure the Gift Sticker:** Each box or bag must have a completed sticker attached - either on the box lid or bag strap.
- **Don't Seal the Lid:** If you are using a box, please wrap the lid and body separately, and secure with a ribbon or rubber band. Each box needs to be easily opened for checking.
- **Delivery Timeline:** Gifts need to be delivered to us between **3 - 12 NOVEMBER 2025** to ensure they are packed in time.

Questions?

Check out our Corporate FAQs at www.boxofhope.org/en/corporates



Thank You to Our Corporate Supporters

A Giving Community

We love supporting the children and families of our community, but of course a project of this magnitude doesn't happen by itself.

We rely upon the generosity and support of our sponsors to share gift excitement and happiness every year.

If you'd like to play a bigger role in enhancing children's wellbeing supporting inclusion, then please do get in touch. We'd love to have you with us.

Remember, small gifts can make a HUGE difference.

Thank you.

Our Long Term Sponsors





**Help us to bring more
smiles to children in 2025**

info@boxofhope.org

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