



step 1

Get a shoe-box size plastic storage box.



step 2

Decide if the box you are making is for a boy or a girl and select an age group.



step 3

Select items for your box, like: crayons, card games, puzzles, stickers, etc. Refer to our Suggested Toy List for more ideas. Place toys in the box.



step 4

Print our "Little Note From You" Card. These can be printed on white cardstock. Write a personal note on the card and place it in the box.



step 5

Print the Box Label (top) - Logo. This template can be printed on Avery Labels 15264, or any standard white shipping labels, six per sheet, 3 1/3" x 4" label size. Place the Jared Box label on the lid of the box.



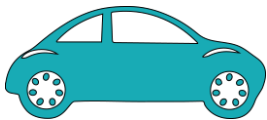
step 6

Print Box Label (side) - Boy/Girl. This template can be printed on Avery Labels 18163, or any standard white shipping labels, ten labels per page, 2" x 4" label size. Place the Boy/Girl label on the end of the box. Check the appropriate gender and age.



step 7

Decorate your box. You can line the box with colorful tissue paper and use stickers to decorate the outside of the box.



step 8

Deliver your boxes to your local hospital. Use our Hospital Directory to locate a hospital or deliver the boxes to your local hospital. We are always looking to add new hospitals. If you would like to deliver your boxes to a new hospital not on our list, you may contact that hospital directly. The Child Life or Volunteer Services Departments usually handle donations.



step 9

Send us an email at hospitals@thejaredbox.com to let us know how many boxes you made and to what hospital you are delivering them. We would love to receive stories about your project, suggestions, and pictures too.