

Career Gear Houston services men that are in a transitional stage in their lives. Unemployment can be a challenge to overcome for anyone. We aid our clients by providing professional interview and work attire as they rejoin the work forces in Houston. Here are a few ways your corporation can hold a clothing drive and partner with us in our mission.

**Donation Items-** Career Gear Houston welcomes your donations of Business Professional items including 2 and 3 piece suits, sports coats, dress shirts, trousers, ties, dress shoes, belts, cufflinks, and dress socks. We also collect Business Casual items such as khaki pants, short sleeve dress shirts, casual shoes and polo shirts. A complete list of items may be found on our websites Donations page at [www.careergearhouston.org/donations](http://www.careergearhouston.org/donations)

**We will provide the following items for your Suiting Drive**

- Tax receipts for all donors (sent via email)
- Donation Log
- Signage & Fliers
- Wardrobe Boxes (limit 2, additional \$15 per box)
- Pick up Service (\$55 fee)
- On site visit from a Career Gear Houston Community Ambassador

**Engagement Ideas & Suggestions**

- Give your employees a two (2) week lead time, so they may begin to clean out their closets over the weekends
- Set a goal of donated items, \_\_\_\_\_ per employee = \_\_\_\_\_ total items
- Start your dive on a Monday and run it for no longer than a month; Two (2 ) weeks is recommended
- Create challenges between your departments and award the most generous department
- Send a weekly update to all employees to keep the awareness and competitive spirits high

**Matching Gifts Drive-** For every item donated by your employees your corporation submits a matching monetary donation. The matching donations can be set by your organization. Here is an example of a matching gift chart.

Suit	Dress Shirt	Trouser	Sports Coat	Belt	Shoes	Ties
\$10	\$2	\$3	\$7	\$3	\$5	\$1

The corporation sets a giving goal of \$\_\_\_\_\_. The employees then match with their donations to reach the giving goal challenge set by the organization. You will want to set a goal that will be challenging but achievable by the number of employees you have.

**Laces & Loops Drive-** Professional dress shoes, belts and ties. We are always in need of these items, because so few get donated especially shoes and belts.

**The Bare Essentials Drive-** NEW, undershirts, underwear and black, brown, grey, navy, or beige socks.

For more information on holding your own Corporate Career Gear Drive contact [info@careergearhouston.org](mailto:info@careergearhouston.org).