

## Furniture Crew Guidelines November, 2022

- We will always call our donors or clients before pick up and delivery.
- Our service area is Hillsboro, North Plains and Cornelius. We also serve Forest Grove and the western areas of Beaverton. We don't serve Portland, Tigard, Sherwood, Newberg, etc.
- An adult must be present for a delivery
- We pick up donations from Costco on Mondays, Wednesdays and Fridays and return around 8:00. We do furniture on Mondays and Wednesdays from 8:00 until 11:30 (+/-). We begin making phone calls to donors and clients starting at 8:00 to line up our day's work. If they don't answer their phone, or do not return our call, we can't help them.
- Items we need (Think small apartment): couches, love seats, small tables and chairs, beds (any size except king), dressers, lamps, night stands, end tables, etc.
- Items we can't use (Think small apartment): king size beds, large dining room table sets, hutches, living room, hide-a-beds chairs, entertainment centers, appliances, etc.
- Think small apartments. Our clients often, but not always, have small two bedroom apartments.
- Donors and Clients can access our form and guidelines from the homepage of our website:  
[www.svdphillsboro.com](http://www.svdphillsboro.com)