

# GENERAL INFORMATION

## HOW TO DONATE YOUR LEFTOVER SAMPLES

### **1. Donation Labels & Form**

Willwork will drop off official donation labels and a donation Material Handling Agreement form at your booth just before the close of expo. These labels and the MHA form ensure your products are correctly identified for charity pickup.

### **2. Label Your Donations**

Affix the donation labels to all items you intend to donate. Only items marked with these labels and noted on the MHA form will be eligible for charity collection.

### **3. Charity Pickup from Your Booth**

Our charity partner, G.R.A.C.E. – Grapevine Relief and Community Exchange, will collect all clearly labeled donated items directly from your booth on:

#### **Thursday, August 27th at 2:00 PM central**

Please ensure your donations are clearly labeled and ready for pickup before this time.

### **4. Drop off Your Donation Form**

Please drop off your donation MHA form at the exhibitor service desk.

### **No Additional Cost to Exhibitors**

There is no charge for exhibitors to participate in the donation program. Your contributions directly support our charitable partner and the communities they serve.