Shelter to Home Client Referral Form **Application Date_____** **Completion Date_____**

Please have your client fill in this **request form**. Scan the form and email it to **clientservices@sheltertohome.ca** A volunteer will call your client to arrange a time to meet at our Storage to select items. Please have a translator accompany any client who does not speak English.

Client's Name_____ Client's Phone _____

New Address_____ Moving Date_____

Referred by_____ _____ _____ _____
Agency Worker phone email

Please note: Shelter to Home does not have a delivery service. When possible, have plans to transport furniture in place before you contact us.

Items Requested Please circle the items you are requesting.

Furniture:

Bed	Twin	Double	Queen	
Beside Table		Dresser		
Kitchen Table	Chairs 2		4	more _____
Couch	Love Seat		Easy Chair 1 or 2	
Coffee Table	End Tables		TV	TV stand
Desk	Book case			

Linens:

Sheets	Twin	Double	Queen	
Blankets	Twin	Double	Queen	
Comforter	Twin	Double	Queen	
Pillows 1 or 2				
Towels	Shower curtain		Dish towels and cloths	
Place mats	table cloth			

Kitchen items:

Dishes	for 4	for 6	other_____	(dinner plate, side plate, bowl, cup)
Glasses	for 4	for 6	other _____	
Cutlery	for 4	for 6	other_____	
Pots	Small	Medium	Large	Teapot
Frying pan		Casserole dishes		
Cake pans		cookie sheets	muffin tins	loaf pans
Mixing Bowls		Measuring cups	measuring spoons	Sieve

Kitchen utensils

Kitchen knives	Can opener	Vegetable peeler	
Serving spoons	Soup ladle	Potato Masher	Egg flipper

Electric Appliances/Items

Kettle	Toaster	Coffee maker	Iron
Microwave			
Lamps	Table Lamp(s) 1 or 2		Floor Lamp
Vacuum cleaner	clock radio		

Other items not listed_____

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Clients, please note that all items are second hand. All donations are assessed by one of our volunteers. It is helpful for us to have your request list 7 to 10 days before your moving day so we can search for items which are not in our storage. There is, however, no guarantee that we will be able to supply everything you request..
(Revised 09/2017)