2026 Adopt-A-Family Donor Guidelines



Thank you for being part of Centerville Schools' 2026 Adopt-A-Family Program.
By following the guidelines below, we can ensure a joyous holiday for all of the children in each family.

1. Purchase gifts.

- Please spend approximately $100 per child. While we try to group siblings with one sponsor, sometimes siblings are separated. This will help avoid possible disappointment within a family.
- Use only the Wish List as your purchasing guide; please purchase only new items. There can be many reasons why a child wants or needs a specific brand name. Please be mindful of this when you are shopping.
- NEW Please return Wish Lists; indicate (highlight, circle, etc) purchased items. The Wish List will be used in multiple ways by our volunteers, including passing information along to parents/guardians ahead of gift opening. Your personal information will not be shared.
- As the budget allows, please try to provide at least 3 gifts for younger children and at least 1 or 2 items for older children.
- If the gift requires them, please include batteries.
- **Please include gift receipts.** Put receipts in an envelope clearly marked with the child's code.
- *Do not purchase gift cards for the child or family.*

2. Wrap gifts.

- Please wrap each gift individually (preferred), or put it in its own gift bag; children love to open packages! See back for examples.
- Write the child's code (provided on the upper right corner of the Wish List) directly on the wrapping paper with a thin marker on each package/gift. Write the code small enough so that it can later be covered with a gift tag.
- Please put all the gifts for a child in a bag or a box and clearly label the bag or box with the child's code so that all the gifts are kept together.

3. Deliver gifts. Hand the Wish List directly to a volunteer at drop-off. We must receive the gifts no later than Monday, December 7th by 10:00am in order to have them prepared for family pick-up. You have two options for delivering your gifts:

- **Thursday evening, December 3rd, between 3:00 PM and 6:00 PM**
  Cline Elementary School, 99 Virginia Avenue (Use the entrance by the flagpole.)
- **Monday morning, December 7th, between 7:00 AM and 10:00 AM**
  Centerville Central Office Garage, 111 Virginia Avenue (Follow the signs to the door around back.)

If neither of these times works for you, please contact Emily Denlinger (937-433-8841 x2003 or emily.denlinger@centerville.k12.oh.us) before December 3rd to make alternate arrangements.

Wrapping Guidelines

Put each gift in its own gift bag or wrapped box.

Due to gifts being bagged for each child/family
and being moved several times,
oddly shaped gifts or those with fragile packaging
are best put into a larger box or gift bag.



Write the child's code directly on the wrapping paper with a thin marker.

Write the code in an obvious location and small enough that it can later be covered with a personalized gift tag.



Please put all the gifts for a child in a bag or a box and clearly label the bag or box with the child's code so that all the gifts are kept together.

Please hand the Wish List directly to a volunteer at gift drop-off.

