

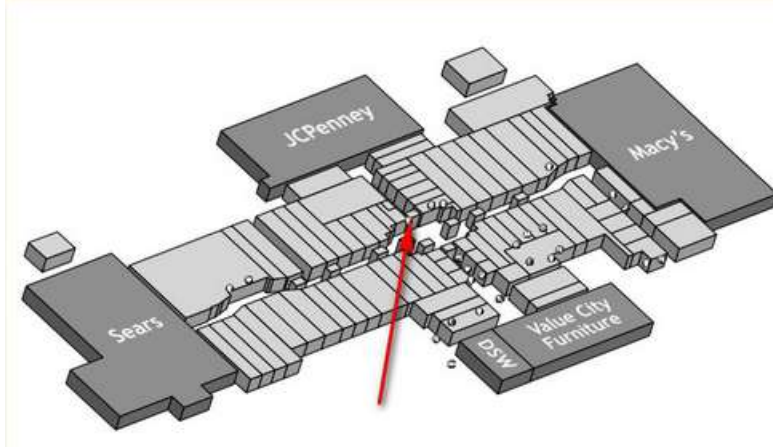
Welcome to the Kiwanis Club of Frederick FSK Mall Charity Giftwrap:



Below is some information that you might find helpful.

First, be sure to watch this YouTube giftwrap introductory video:  
[Kiwanis Club of Frederick Gift Wrap introduction - YouTube](#)

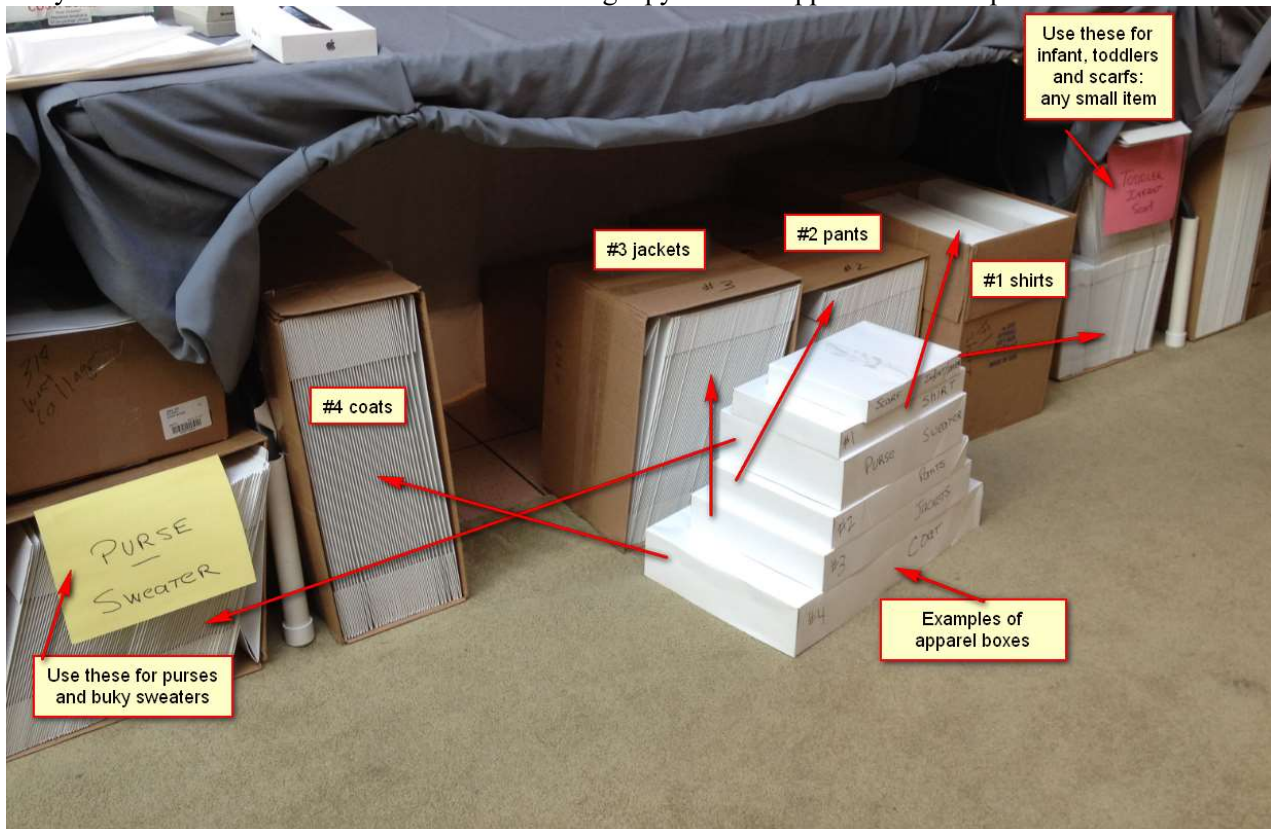
This year we are located near Center Court in the JCPenny's wing:



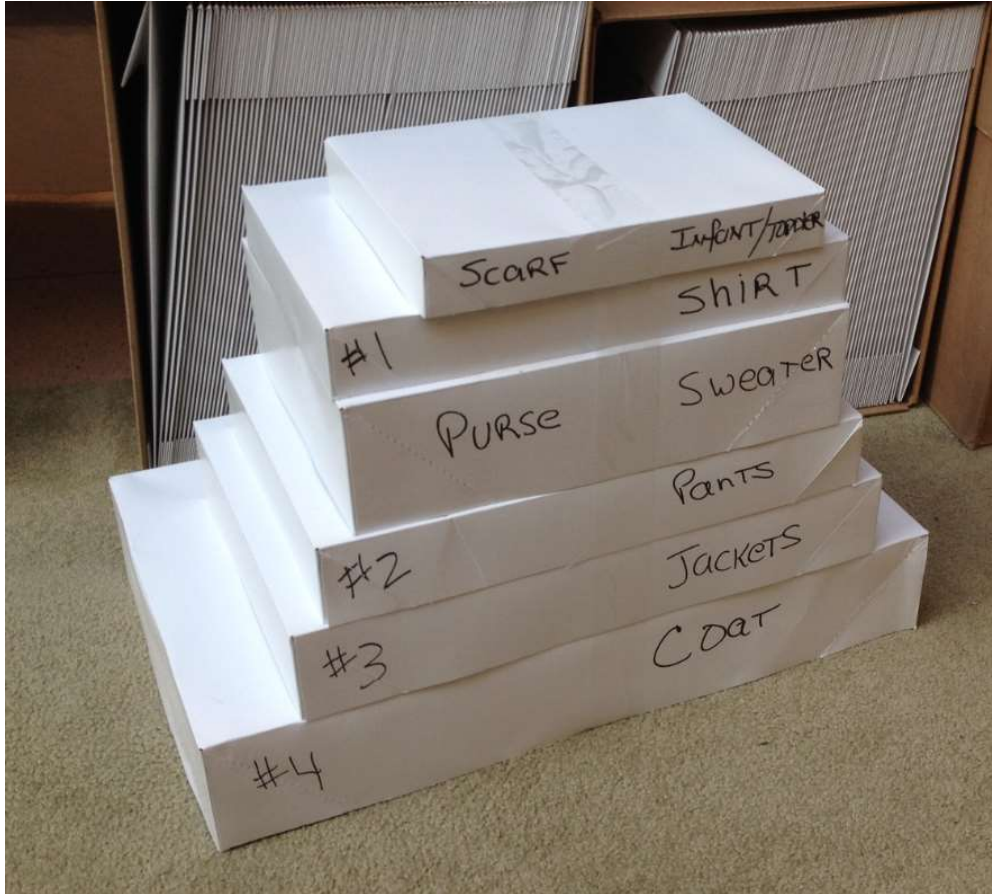
We use a “Line Forms Here” sign to ensure customers are helped on a first-come-first-served basis:



The below shows the different types of primary apparel boxes. All are marked. (#1 for shirts, #2 for pants, #3 for jackets, #4 for coats: then we have a small box for toddlers/infants and a deep box for purses and bulky sweaters. The below shows them all including a pyramid of apparel box examples:



Another view:



We have two widths of paper: short and long. Use short for small and medium size boxes and long for large boxes or huge items such as luggage! Of course, if customer asks for long paper for a jewelry box then go ahead and accommodate him. (Maybe use a scrap piece!)



Below shows the giftwrap schedule in the three-ring binder. Purses can be stored under the table. You are welcome to wear an apron and a “Thanks For Your Donation” badge.



The wrap area has four primary stations. Each has its own supply of the primary apparel boxes:



Various sizes of smaller boxes are also available:



Each station has tissue paper, tape, scissors, labels and bows:



Each corner has information about Kiwanis and our club. We are also selling train raffle tickets as indicated in the vertical sign holder. Please sell if you can. \$2 each or 3 for \$5. Keep money separated by putting ticket stubs and raffle money in the brown, zippered bank pouch which is kept in the cashbox.



Questions? Contact me. Dave Maloney. 301-228-2279, dave@maloney.com.

Have fun!

# Kiwanis Club of Frederick FSK Mall Charity Giftwrap



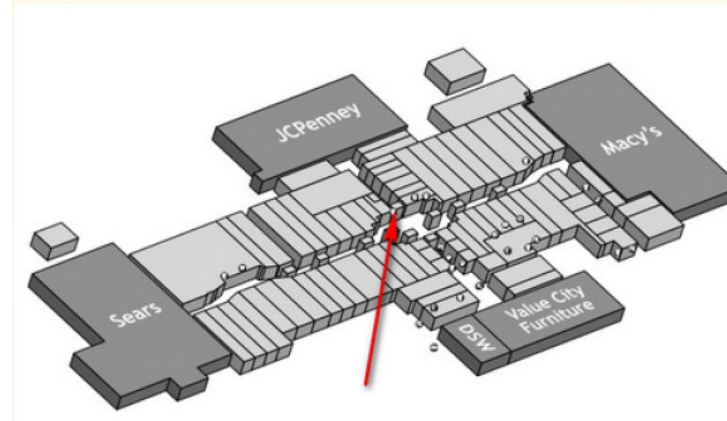
FSK Mall provides:

1. 10 tables with covers
2. 1 trash cans
3. 4 folding chairs

Kiwanians then:

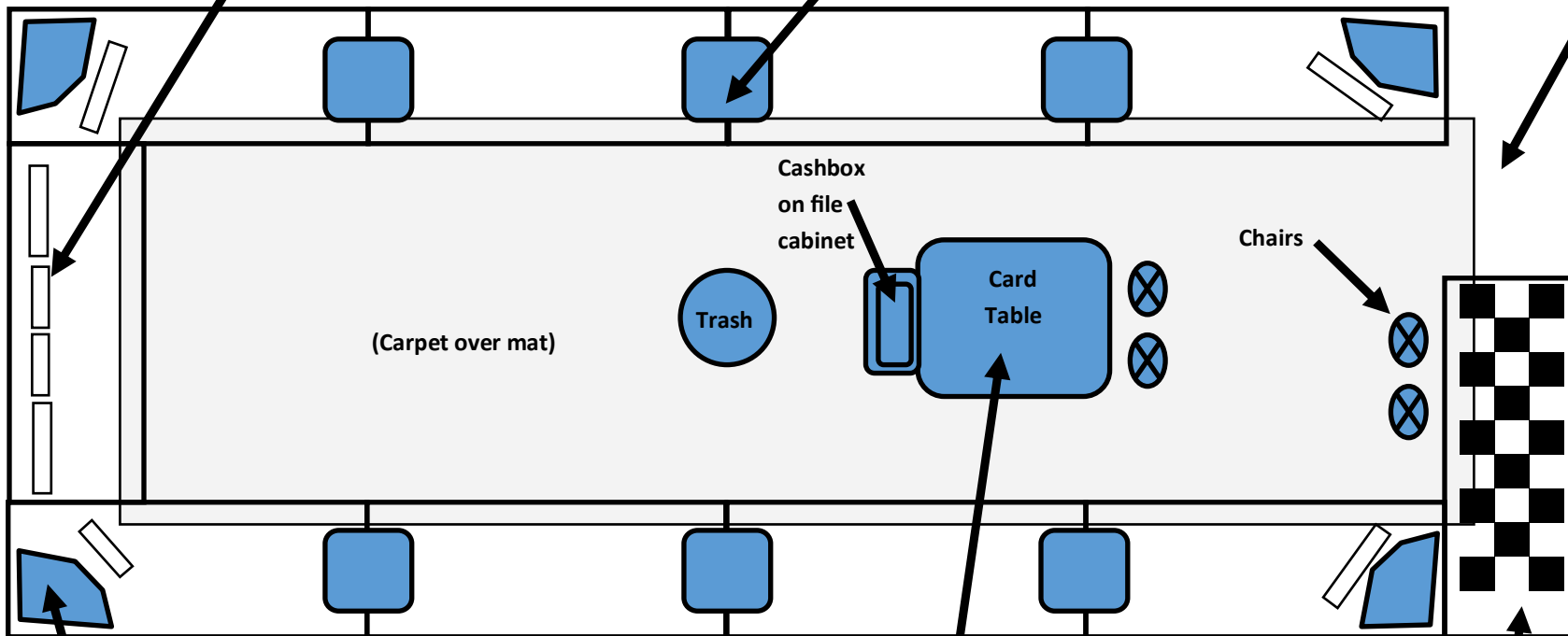
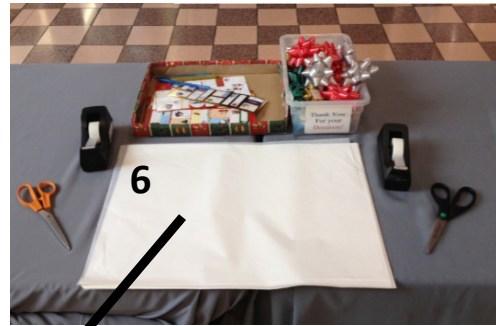
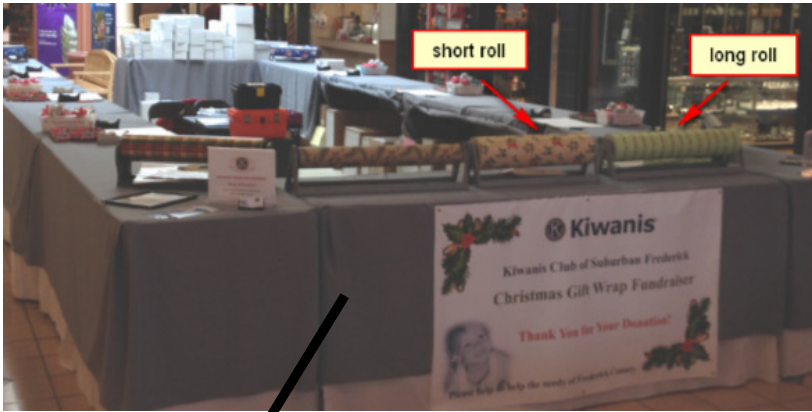
1. Lay carpet/mat
2. Add PVC leg extensions and position tables
3. Add white table skirts (hides storage areas)
4. Add Mall's table covers
5. Position wrapping supplies underneath tables
6. Position card table, file cabinet, cash box, Verizon tablet with Square credit card device plugged into extension cord running from beneath vibrating chair to card table.

This year we are located near Center Court in the JCPenny's wing:



Dave Maloney  
dave@maloney.com  
c 301-712-5855

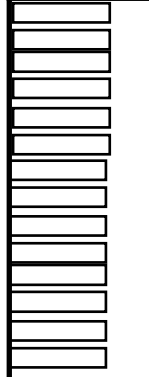
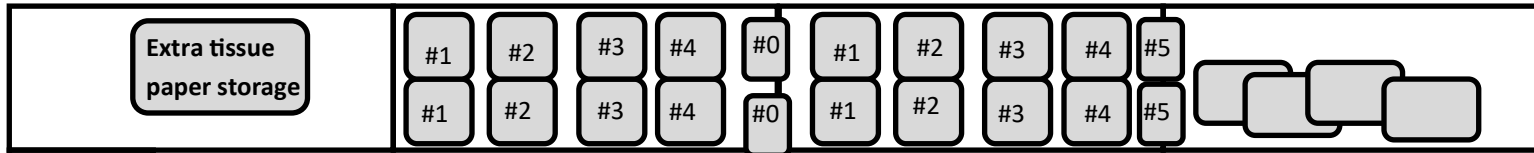
# TABLE TOP SETUP. Done after raising tables on PVC leg extensions and attaching white skirts with tape.



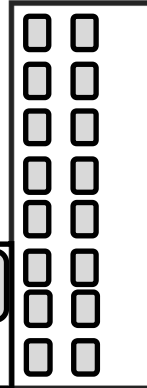
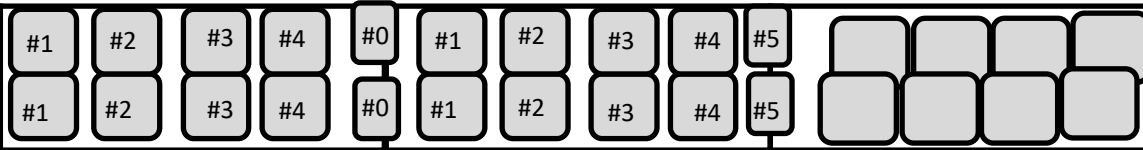
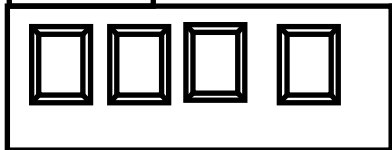
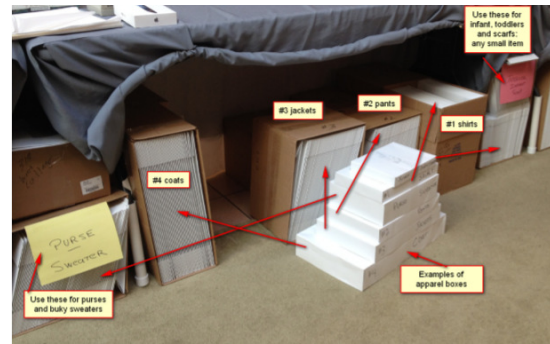


# UNDERNEATH STORAGE

Storage for oversize boxes. Must make up daily.



Paper roll storage.



Storage for small boxes. Must make up daily.

Clear plastic tub storage for use at tear down. Extra hardware.

- #0 = infants, toddlers, t-shirt, gloves
- #1 = shirt box
- #2 = pants box
- #3 = sweater box
- #4 = coat box
- #5 = Purse box, bulky sweaters

Extra bows storage

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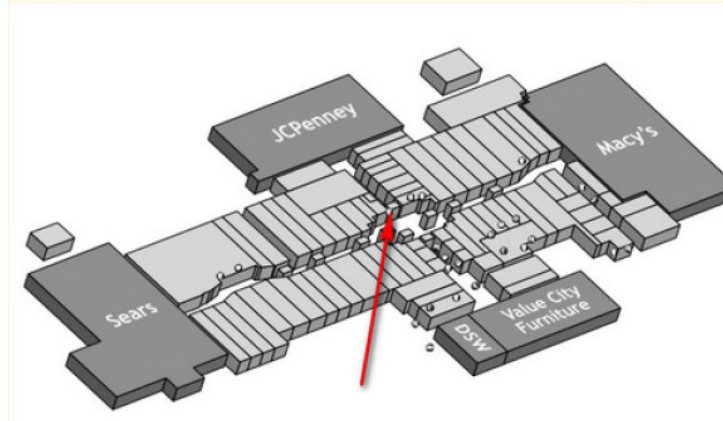
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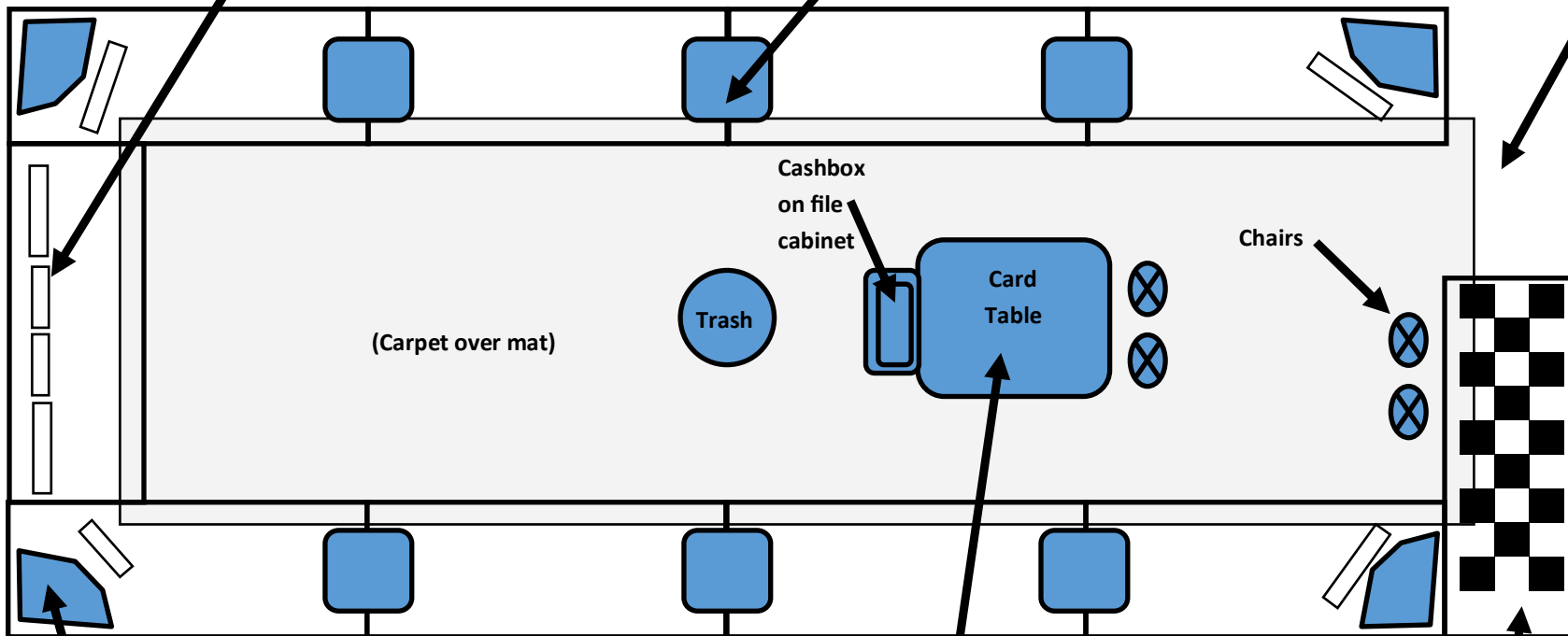
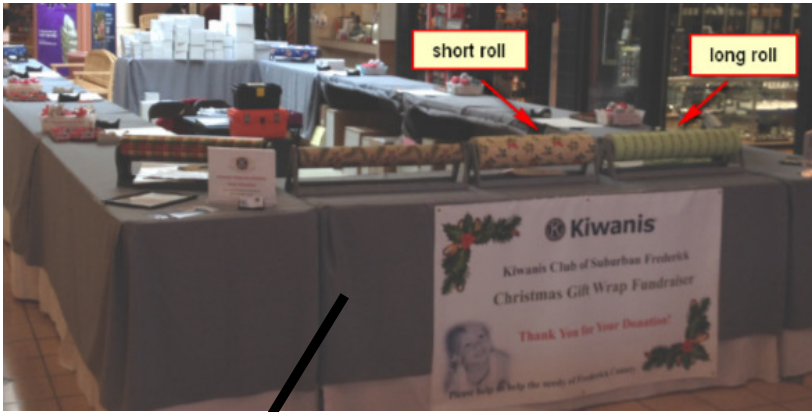
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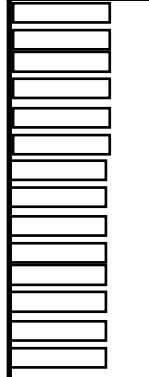
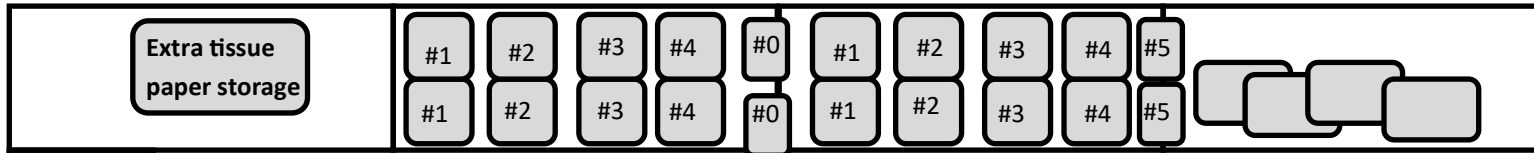
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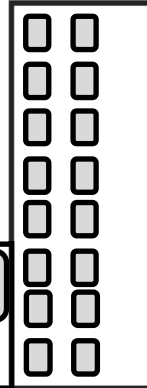
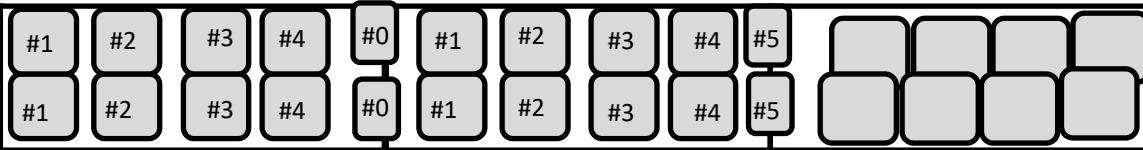
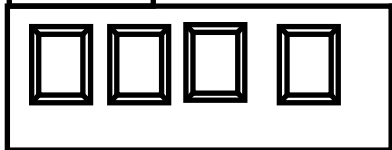
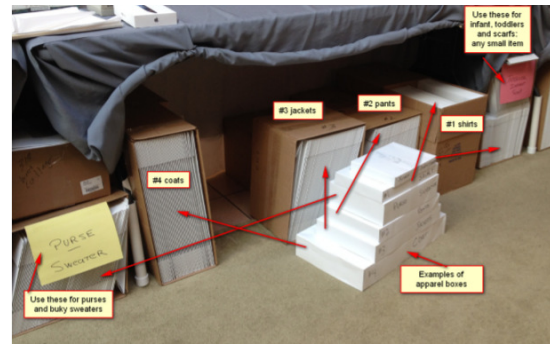


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