



School Kit Contents

Contents

- 1 pair blunt scissors
 - Rounded tip only
 - No plastic scissors, please
- 3 pads of paper
 - Spiral- or top-bound pads
 - 150 sheets or less of loose-leaf paper can be substituted for 1 pad
 - Combination of spiral, top-bound, side-bound, or loose-leaf paper is acceptable
 - No composition books, please
- 1 hand-held pencil sharpener
 - Must be at least 1 inch long
 - Remove from packaging
- 1 30-centimeter ruler
 - Hard or flexible
 - Cartoon characters are acceptable
 - No advertisements please
- 6 unsharpened pencils
 - No advertisements, religious, patriotic, military, or camouflage symbols, please;
 - Cartoon characters are acceptable
- 1 2-inch or larger-size eraser
 - No advertisements, religious, patriotic, military, or camouflage symbols, please;
 - Cartoon characters are acceptable
- 1 24-count box of crayons
 - Only 24-count boxes, please

Assembly

- Neatly place all loose items into one gallon zip-lock freezer bag. Place list of items on top of items and close bag
- To watch an assembly video: <https://www.mnawarehouse.com/reliefkits>

[Delivery or Shipping Options](#)

For In-Person Delivery

- Notify us in advance of your collection campaign as needs change daily.
- Kits may be delivered to either the Rome Warehouse or Dallas Depot
- Please schedule your arrival in advance with the warehouse or depot manager.
 - For kits intended for the Rome GA Warehouse please contact the warehouse manager, Mike Kennamer @ mkennamer@pcanet.org or 256-899-4966 to arrange your delivery.
 - For kits intended for the Dallas TX Depot please contact the depot manager, Rick Lenz @ rlenz@pcanet.org or 817-690-8170 before you ship or to arrange your delivery.

- Once your collection efforts are complete and before departure for the Rome Warehouse or Dallas Depot, please prepare a summary list of your collection and send to the respective manager Mike Kennamer @ mkennamer@pcanet.org for kits going to the Rome GA Warehouse, or to Rick Lenz @ rlenz@pcanet.org for kits going to the Dallas Depot. We must know what you will be bringing so that we can coordinate your arrival, be prepared to let us know the exact day and time of arrival so that we can have staff available.
- We can accommodate mid-size U-Haul or Ryder type box trucks, pickup trucks, flat bed and enclosed trailers, or cars for deliveries. Tractor-trailers are also okay; a loading dock, fork truck and pallet jacks are on site. Volunteers should accompany the delivery of the relief kits and be prepared to help unload once arriving at the MNA Warehouse.
- Volunteer waivers are needed for each individual visiting the warehouse or depot . You can print and sign these in advance of your arrival: [Click here to download](#)
- If you anticipate the need for overnight accommodations while you are making a delivery at the **Rome Warehouse** please notify us in advance; we may be able to arrange lodging. Please know that housing may be limited and a morning delivery will work best so you can get back out the same day if at all possible, especially in times of new disaster responses and there is elevated activity at the warehouse or depot.

[Google Map & Directions for the MNA Disaster Response Rome GA Warehouse](#)

MNA Disaster Response Rome GA Warehouse 4063 Martha Berry Highway Rome, Georgia 30165

[Google Map & Directions for the MNA Disaster Response Dallas TX Depot](#)

MNA Disaster Response Dallas Depot 6100 Cedar Springs Road, Dallas Texas

When using a shipping service

- Notify us in advance of your collection campaign as needs change daily.
- Kits may be delivered to either the Rome Warehouse or Dallas Depot
- Please schedule your shipment arrival in advance with the warehouse or depot manager.
 - For kits intended for the Rome GA Warehouse please contact the warehouse manager, Mike Kennamer @ mkennamer@pcanet.org or 256-899-4966 to arrange your delivery.

- For kits intended for the Dallas TX Depot please contact the depot manager, Rick Lenz @ rlenz@pcanet.org or 817-690-8170 before you ship or to arrange your delivery.
- Once your collection efforts are complete and before shipping to the Rome Warehouse or Dallas Depot, please prepare a summary list of your collection and send to the respective manager Mike Kennamer @ mkennamer@pcanet.org for kits going to the Rome GA Warehouse, or to Rick Lenz @ rlenz@pcanet.org for kits going to the Dallas Depot.
- We must know what you will be shipping so that we can coordinate the arrival, be prepared to let us know the exact day and time of arrival so that we can have staff available.
- Our preferred shipping company is UPS

Go here to print School Kit shipping labels for the Rome GA Warehouse.

Go here to print School Kit shipping labels for the Dallas TX Depot.

Processing & Delivery Costs (optional)

To help cover costs to transport relief kits to disaster sites, please consider providing \$1.00 or more for each kit you send. This donation, which may be placed in an envelope separate from the kit, helps cover the cost of transportation to deliver the kits into the disaster area. If delivering to the warehouse in person, the donation may be given to the warehouse or depot manager. If you would like to give electronically [click here](#).

Alternately, you may mail a check to:

MNA Disaster Response
PO Box 890233
Charlotte, NC 28289-0233

Be sure to write “MNA Disaster Response Rome Warehouse – 1312” on the memo line on the check to support the MNA Disaster Response Rome GA Warehouse or “MNA Disaster Response Dallas Depot -1809” to support the MNA Disaster Response Dallas Depot.

Purchase Supplies. If you would prefer giving a financial gift toward purchase of relief kit contents rather than locally buying, assembling and shipping them, you can give online by clicking here: [click here](#) or send a check to the above address.

Suggested Donation Amounts

- Flood Bucket/Cleaning Kits — \$65 each
- Hygiene Kits — \$13 each
- Children Hygiene Kits — \$13 each
- Bedding Kits — \$50 each
- School Kits — \$10 each