

# *FLYING WHALE MARKETING*

**To:** All Flying Whale Staff

**From:** Harmonie Snow, CEO

**Subject:** 2023 Spring Donation Drive

**Date:** February 23, 2023

It's that time of year again! Winter is making an exit and it is time for spring cleaning in many of our homes. To support your efforts and as part of our community outreach, we are honored to continue the bi-annual Flying Whale tradition of holding a Donation Drive. Every year, we partner with Savers to collect and distribute donations from our staff to those in our community who may appreciate a helping hand. I want to invite all members of the Flying Whale Marketing community to think about how they would like to contribute! Below I've included some examples of things Savers will accept, take a look and see if any of these items are taking up too much space in your home.

- Clothes in good shape (coats, shirts, pants, socks, shoes)
- Furniture (excluding mattresses)
- Books and magazines
- Electronics and E Waste
- Pantry items that are shelf safe (canned goods and items in sealed packaging)
- Sanitary pads and other health items (new and unopened only)

The Flying Whale Offices will be collecting donations during **the week of March 20th through the 24th**. In addition to accepting donations, **lunch will be provided between 11 am and 1 pm** each day for all staff. Also, during this week, if any staff member wishes to volunteer at a local charity, you may speak with your manager to arrange your **paid day off** to help your community.

If you have any questions about this event or any of the above details, please feel free to contact myself or any other member of your management team.

As always, our company's generosity makes me proud to be a part of Flying Whale. Thank you for all you do, and together I am confident we will make this year's Spring Donation Drive a success!