

How to Sort and Pack Clothing

The boxes reflect the love of Christ, so make sure all clothing is clean, free of stains, no holes or rips, zippers must work and all clothing should have at least one year of wear left.

SORTING

MOST IMPORTANT: Sort clothing into two categories:

1. Lightweight (summer) clothing

Lightweight jackets, short-sleeve, lightweight sweaters, T-shirts, men's shorts, swimming trunks, dresses, skirts, summer nightgowns, short-sleeve shirts or blouses, light hats, scarves, ties

2. Heavyweight (winter) clothing

The Heavyweight clothing are items you would NOT want to wear in the summer, such as long-sleeved shirts, turtlenecks, women and men's heavyweight pants, such as jeans, corduroys, sweatpants, dresses, vests, sweaters, winter coats, gloves, hats, and mittens. Women's pants can go into regular winter boxes.

HINT: As you sort make sure all clothing is clean, free of stains, has no holes or rips, has no missing buttons, and make sure zippers work. All clothing should have at least one year of wear left. Remove all price tags.

HINT: Because of cultural differences, women's summer slacks and shorts **MUST** be packed separately.

It is crucial to keep summer and winter clothing in separate boxes because winter coats, turtlenecks, wool socks, ice skates, and like items should not be sent to warm-climate countries.

If you have a group of people packing, it might be helpful to line up boxes for summer clothing on one table or side of the room, and line up boxes for winter clothing on another table or other side of the room. It is also good to keep a designated place for unsuitable clothing, rags or clothes that need laundered so soiled or inappropriate clothing does not get packed into boxes.

Do not put one type of clothing, such as all coats, all jeans into one box. Clothing should be sorted and packed according to category (light or heavy) and size.

Items that can be put into either category:

Underwear (must be new)

Bras (must be new)
Men's & Women's Suits
Ties, scarves, hats

REMINDER:

According to U.S. Custom guidelines, we cannot send any of the following clothing items:

- No camouflage clothing items
- No bathing suits for women or girls
- No USA flags
- No God Bless America slogans
- Nothing with the word "American" on clothing, such as American Cancer Society, American Humane League
- No see-through items
- No cut-offs
- No low-cut shirts
- No tee-shirts with questionable messages or liquor advertisements
- No immodest clothing

Exception: Clothing with state names or logos are okay to send.

PACKING

Now that you have inspected the clothing and sorted it into winter and summer, it's time to pack!

1. Look at the size to determine if it's a women's, men's, boy's, girl's, toddlers, infants
2. Roll the clothing as tightly as possible.
3. Place into the appropriate box.

HINTS:

- You will be able to find sizes on some clothing, but sometimes the labels have been ripped out so you will have to make an educated guess.
- If you can't decide if a shirt is a man or a woman's, check the buttons. Buttons are on the right for men's clothing and on the left for women's clothing (with some exceptions).
- A lot more clothing will fit into a box if you roll it tight. That means more clothing can be sent with minimal shipping dollars.
- If a clothing item is marked large, but doesn't look big enough to fit a large woman, it is for a teen-age girl.
- When in doubt, ask others who are packing and decide together what to do.

CLOTHING CATEGORIES AND SIZES

Put all heavy winter clothing for infants in one box, and summer light clothing for infants into another box. Do the same for each category.

Infant Clothing (both boys and girls)

Birth to 24 months (You may include new disposable diapers, cloth diapers and pins.)

Toddler Clothing (boys and girls)

2T to 4T boys and girls together

Girl's Clothing

Size 5 through teen sizes.

Boy's Clothing

Size 5 through teen sizes

Small Women's Clothing

Ladies petite sizes up to and including regular women size 12.

Large Women's Clothing

Ladies size 14 and up.

Small Men's Clothing

Men's sizes: 15 shirt; 32 to 36-sized pants

Large Men's Clothing

Suit Size 38 and up; Shirt 16 and up; pants 36 to 44

DO NOT PUT MONEY OR ANY LITERATURE IN BOXES

LABEL EACH BOX CORRECTLY

It is crucial that items are labeled correctly and placed in the appropriate box. The boxes go through customs in the U.S. and the country where it is sent. If a box has items other than what it says on the box – the whole container can be confiscated and the receiving organization will be fined! Each box must be clearly marked.

Here are some examples

SMALL MEN Heavyweight (Winter) Clothing	Large Women Lightweight (Summer)Clothing
Girls Lightweight (Summer) Clothing	Boys Heavyweight (Winter) Clothing
Infants Heavyweight (Winter)	Toddlers LLightweight (Summer)

Clothing	Clothing
Small Women Lightweight (Summer) Slacks	Large Women Shorts
Shoes Lightweight	Blankets

WHAT IF YOU DON'T HAVE ENOUGH ITEMS TO FILL A BOX???

Don't worry. If you don't have enough of one type of clothing, {example: Small Women Lightweight (Summer) Clothing}, put what you have in the box and label "SM. Women Lt. (NOT FULL). Or if you don't want to pay to send a partial box, fill the box with mixed clothing and label it MIXED Clothing so we know to repack when it arrives at the warehouse.

The warehouse has clothing on hand to fill the box. Do the same with all the other categories and items. If you don't have enough to fill the box, just mark it accordingly and label NOT FULL or PARTIAL. The volunteers at the warehouse will fill the box.

PLEASE USE ONLY BANANA BOXES

Take the stiff brown paper in the banana box and cut it into 3 pieces – place one piece on the bottom of the box to cover the hole and once the box is full of clothing, place another piece on top to cover the hole in the top of the box.

The extra piece can be saved and used if you come across a box without the brown paper. If you have difficulty obtaining banana boxes, pack clothing in similar size boxes. The warehouse has a supply of banana boxes on hand.