



## **BOMA/GLA HOLIDAY TOY DRIVE 2009**

**November 9, 2009 – December 17, 2009**

'Tis the season to start planning ahead for the 18<sup>th</sup> annual Building Owners and Managers Association of Greater Los Angeles (BOMA/GLA) Holiday Drive. As your office building begins planning for the holidays, we hope you will display one or more of the BOMA/GLA Holiday Donation boxes in the lobby to collect toys, food and clothing for 19 highly commendable and deserving charities in the region. Last year alone, we donated over 100,000 toys, clothes and three tons of food. Imagine what we can do this year with your participation!

Please help us in establishing a cost efficient and environmentally responsible recycling drive. We encourage you to take advantage of the large, recycled boxes that your office building has access to, festively decorate it, incorporate the BOMA/GLA logo on it and place it in the lobby. If this is not an option for you, a box will be delivered to your building.

Please be sure to indicate your needs on the form below. The boxes will then be delivered to you on November 2<sup>nd</sup> through November 9<sup>th</sup>. The scheduled pick-up of the collections will be determined, based on your location, for Thursday, December 17<sup>th</sup> or Friday, December 18<sup>th</sup>, before 12:00 pm. As always, we look forward to making an impact and a difference in the lives of the underprivileged, as we extend our hearts during the giving season. According to the Los Angeles Continuum of Care (CoC), there are currently 68,608 homeless people throughout Los Angeles. Every donation counts and we appreciate your participation.

Please fill out the form below **completely** and **FAX** it back to Tonya Burns (213) 624-1031 or email [tburns@bomagla.org](mailto:tburns@bomagla.org). It is important to note whether you need a collection container. This form is used to create our container distribution list, as well as the final collection pick-up list, so if you do have a box, please still fill out this form so we will be able to pick up from your building. If you have any questions, please call Tonya Burns, BOMA/GLA at (213) 629-2662 ext. 109 or [tburns@bomagla.org](mailto:tburns@bomagla.org). Thank you for your participation!

**(Please print clearly)**

Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Property Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

City, State & Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Would you like to volunteer to help the Outreach Committee?

Yes, I would like to help: \_\_\_\_\_ No, Sorry not at this time: \_\_\_\_\_

Collection container: (Needed \_\_\_\_\_) (Not needed \_\_\_\_\_)