



A School Pal-Pak will serve two students. Prepare School Pal-Paks in boxes of 10; each box of 10 will serve 20 children.

The cost of each Pal-Pak is approximately \$10.00.

Packing Instructions:

1. Gather **NEW** items in quantities listed below. Assemble Paks and seal the zip-lock bags. Include **only those items listed** on the inventory.

Pack contents below in a 1-gallon Ziploc bag:

- 2 Composition notebooks, **no larger than 9¾"x 7½"** (soft bound, **not** spiral bound—MEAD is a common brand)
- 1 Package of #2 pencils (quantity—10-12 pencils)
- 1 Package of black pens (quantity—10-12 pens)
- 2 Pink erasers, 2-3" long
- 2 Rulers (6" or 12", with metric)
- 1 Package of colored pencils (quantity—12-15)
- 1 Pair of blunt-nosed scissors
- 1 Hand-held pencil sharpener

These contents will give each student a composition notebook, 5-6 pencils, 5-6 pens, an eraser, and a ruler. Two students will share the colored pencils, sharpener, and scissors.

2. Fill each 12"x12" box (can be purchased at office supply stores such as Office Depot, Office Max, Staples, and UPS stores) with **10 Paks—no more, no less**.
3. **Do not insert literature** (including anything with the church's name on it, notes, etc.) in the Paks or boxes.
4. Please put both "To" and "From" addresses on the box.
5. Send the boxes to the following (depending on method of shipping):

For Shipping via the Postal Service:
NAZARENE RELIEF SHIPMENTS
P.O. Box 117
Fawn Grove, PA 17321-0117

For Shipping Other than Postal Service:
NAZARENE RELIEF SHIPMENTS
5300 Fawn Grove Road
Pylesville, MD 21132

6. Send a check—made payable to **General Treasurer, Church of the Nazarene**—in the amount of **\$10.00 per box** (for storage and shipping costs during the distribution process). Ten Percent Credit will be allowed for the \$10.00 shipping donation only. **Do not put the money in the Paks or boxes.**

Mark the check, "**School Pal-Paks ACM1788**" and mail to:

Global Treasury Services
P.O. Box 843116
Kansas City, MO 64184-3116

Include the name and address of your church with the check.