



# West Ohio Conference

## All In Community COVID-19 Reentry Kit Checklist

The All In Community COVID-19 Reentry Kits consist of hygiene products (similar to UMCOR Hygiene Kits), a washable facemask, and a note of hope. Use the checklist below for the list of items to include and instructions. **Please note some items have been added to account for local distribution and COVID-19 personal safety guidelines.** *Kits may be assembled without a facemask.* With proper hygiene and PPE resources, COVID-19 Reentry Kits can help reduce the spread of COVID-19 through and to high risk, vulnerable populations, including our returning neighbors.

- ❑ **One hand towel (15 x 25 –17 x 27 inches)**
  - No kitchen, cleaning, or microfiber towels
- ❑ **One washcloth**
  - No kitchen, cleaning, or microfiber towels
- ❑ **One comb**
  - Must be sturdy with at least 6 inches of teeth
  - No pocket combs or picks
  - Rattail and combs without handles are acceptable but must have at least 6 inches of teeth
- ❑ **One toenail or fingernail clipper**
  - No emery boards or metal nail files
- ❑ **Bath-size soap (3 oz. bar or larger)**
  - No Ivory or Jergen's soap
  - Do not remove from packaging
- ❑ **Two, 2-in-1 shampoo & conditioner (travel size)**
  - Original scents only – no strongly perfumed products
  - Do not remove seals
- ❑ **One adult toothbrush & toothpaste**
  - Do not remove from packaging
- ❑ **10 adhesive bandages (¾ by 3 inches)**
  - Common household bandages acceptable
- ❑ **One note of hope**
  - Sign first name only
  - Do NOT include any contact information
- ❑ **One hand sanitizer (travel size preferred) – Optional**
- ❑ **One gender-neutral washable facemask - Optional**
- ❑ **One one-gallon size re-sealable bag**



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### KIT ASSEMBLY INSTRUCTIONS

- Lay hand towel flat on a table.
- Lay the washcloth in the center of the hand towel.
- Place all remaining items **except** plastic bag, mask, and note on top of the washcloth.
- Fold the sides of the hand towel to cover the items.
- Grasp the bundle tightly and roll over the remainder of the towel.
- Write a brief note of encouragement and welcome to include in the kit.
- Place the tightly rolled bundle, note, and facemask [if available] in the plastic bag, where all three items are visible. Remove air and seal.
- Groups/individuals supplying only facemasks may seal them in a plastic bag to be placed in hygiene kits later.

### IMPORTANT NOTES

- All items must be new.
- Do not wash any of the items, including facemasks.
- Please include an encouraging note and welcome.
- Do not include your full name, address, and any personal information in your note.
- Contents of kits or the containers of kits should not be imprinted with advertisements, patriotic, military, violent or alcoholic/tobacco symbols

### PACKING INSTRUCTIONS

- Place kits/masks in boxes/containers.
- Place the packing slip below on top of kits/masks before sealing.
- Drop off at district collection site during hours indicated or arrange for a disaster response pick up for 25 or more kits.

## ALL IN COMMUNITY COVID-19 REENTRY KIT PACKING SLIP

Group Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact person: \_\_\_\_\_ Tel #: \_\_\_\_\_

Email: \_\_\_\_\_ District: \_\_\_\_\_

Please indicate the number of items delivered:

\_\_\_\_\_ Hygiene Kits    \_\_\_\_\_ Masks

Place packing slip inside of boxes/bags and on top of items to be delivered.

**Thank you for being the church during the COVID-19 pandemic!**