



Supply Drive Guidelines



Thank you for your interest in supporting San Diego Humane Society by hosting a supply drive for the animals! With your help, we can ensure the animals in our care have everything they need to be comfortable during their stay with us.

Please review these guidelines prior to submitting your Donation Drive Proposal Form.

1. Supply Drive Proposal Form

- a. Your supply drive organizer should contact San Diego Humane Society at least 4 weeks prior to the start of your drive for guidance and resources. A Supply Drive Proposal Form must be submitted and approved to begin the process of having a donation drive.
- b. You can find our wish list of items needed for use at the shelter on our website.
- c. San Diego Humane Society reserves the right to decline association with any event or organization for any reason.

2. Event Promotion

- a. It is the responsibility of the drive organizers to promote the donation drive.
- b. The official logo of San Diego Humane Society should be used appropriately and not altered in any way.

3. Event Logistics

- a. San Diego Humane Society can provide cardboard collection bins and signage for the supply drive.
 - i. Event organizers should plan for pick-up at least 2 weeks before the start of the drive.

4. Event Proceeds

- a. Donations collected from a supply drive must be dropped off to San Diego Humane Society within 10 days of the end of the drive.
- b. Donations may be dropped off at any of our three campuses: San Diego, Escondido or Oceanside during regular business hours, which is every day from 10 a.m. – 6 p.m.
- c. An appointment to drop off donations is not necessary.