

DROP-OFF INSTRUCTIONS

Step 1: Fill out Uniform Drop-Off sheet (next page) with your information and item count.

Step 2: Attach a Tag (found on last page) to EACH item in a VISIBLE location using a safety pin.

No tape or straight pins. Each tag must contain the following information:

1. Clothing Code (found on Drop-Off sheet)
2. Size (Youth/Adults S, M, L, XL or size number)
3. Price (found on Drop-Off sheet)
4. Your Name (Last, First)

Step 3: Drop off Clothing (folded-no hangers) and Uniform drop-off Sheet during any of the times below. **Please do not include any shirts that are given to the students. Example would be a field trip or class t-shirt – “Class of 2025”**

Drop Off Date	Time	Location
Wednesday, May 14, 2025	7:30 - 8:30 A.M.	Outside Gymnasium
Wednesday, May 14, 2025	2:00 - 3:00 P.M.	Outside Gymnasium
Thursday, May 15, 2025	7:30 - 8:30 A.M.	Outside Gymnasium
Thursday, May 15, 2025	2:00 - 3:00 P.M.	Outside Gymnasium
Friday, May 16, 2025	7:30 - 8:30 A.M.	Outside Gymnasium
Friday, May 16, 2025	2:00 - 3:00 P.M.	Outside Gymnasium

50% of Total Items Sold will be Deducted and Donated to PTP.

The Uniform Sale is Saturday, July 19, 2025 from 9 - 1

Please contact ptp@prov.org with any questions

Uniform Drop-Off Sheet

CLOTHING MUST BE CLEAN & FOLDED WITHOUT HOLES OR STAINS TO BE ACCEPTED

Name (Last, First): _____
As it appears on each tag

Phone Number: _____

Email: _____

Item Count	Clothing Code	Clothing Description	Price
	SS	Short & Long Sleeve Polo	\$7.00
	SH	Shorts	\$7.00
	PT	Pants	\$10.00
	SK	Skort	\$10.00
	DP	Dry Fit = Polo	\$10.00
	DSH	Dry Fit = Shorts	\$12.00
	DPT	Dry Fit = Pants / Skort	\$15.00
	JP	Jumper / Polo Dress	\$10.00
	SP	Spirit Wear / PE Shorts / PE T-Shirt	\$7.00
	OX	Oxford Shirt	\$10.00
	S	Sweatshirt	\$10.00
	SW	Sweater	\$15.00
	TS	Team Sports (any except hoodies)	\$10.00
	FJ	Fleece or Windbreaker Jacket	\$20.00
	HD	Hoodie (including team sports)	\$20.00
	TOTAL COUNT		

ALL ITEMS WILL BE DONATED IF NOT SOLD. Items not sold will not be returned. We hope that all of your items will sell. If they do not, you will have 2 years to still collect funds if it sells by 2027. Thereafter it becomes property of PTP. Donated clothing is made available to Providence's families in need and used throughout the year by school offices.

PTP will deduct a 50% commission from your total amount sold.

Agreements: I agree to the conditions outlined above. I agree and authorize the PTP/Providence School to DONATE any remaining clothes August of 2027. PTP/Providence School is not responsible for any lost or damaged clothing.

_____ Signature

Code _____ Size _____ Price \$ _____ Name _____ 2025 - 2027	Code _____ Size _____ Price \$ _____ Name _____ 2025 - 2027	Code _____ Size _____ Price \$ _____ Name _____ 2025 - 2027	Code _____ Size _____ Price \$ _____ Name _____ 2025 - 2027
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