

Christmas toy donation: recipient-check and toy-sorting sheet

Check one named recipient before buying, packing or travelling. Complete this sheet privately on paper. Nothing needs to be submitted.

1. Confirm the recipient

Recipient / organization

Official page or contact

Date checked

Accepted condition — new, used or both (recipient's rule)

Ages supported and current needs

Wrapping / packaging rule

Excluded items

Current deadline

Drop-off address

Drop-off hours / arrangements

Missing detail or question to ask before packing

If a required detail is unknown, confirm it with the recipient. Do not copy an old deadline or assume a collection point is open.

2. Decide item by item

For used toys, first confirm the recipient accepts used items. Check identity, recalls, condition and essential parts. A recall search or cleaning does not guarantee safety or acceptance.

[Official recall lookup](#)

Decision key

- Confirmed eligible: matches this recipient's current rules; no unresolved safety or condition concern.
- Ask before packing: a recipient rule or the item's suitability needs clarification.
- Hold out of donation: unresolved safety concern, item outside the recipient's rules, or no suitable recipient confirmed.

Item 1

Item / brand / model

New or used; recipient-rule check

Recall source and date checked; result or uncertainty

Condition / essential parts checked; concerns

Decision

Unresolved question / next check

2. Decide item by item

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Decision key

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Item 2

Item / brand / model

New or used; recipient-rule check

Recall source and date checked; result or uncertainty

Condition / essential parts checked; concerns

Decision

Unresolved question / next check

Before drop-off

- ☐ Recipient's current address, hours and deadline checked.
- ☐ Only confirmed eligible items packed, following wrapping instructions.
- ☐ Items awaiting an answer or safety clarification kept out of the donation.

This worksheet is a sorting aid. It does not confirm a booking or guarantee acceptance. Use another copy of an item page if you need more space.