



How to Start a Book or Bear Drive

Step 1 Collect boxes that you can use for people to drop off books. You may even decorate the boxes if you want! Copy centers often have boxes to give out.

Find a place that has easy access to donated books such as your local preschools or elementary schools, community centres, or a site employs young families such as a friend/parent who works in an office or hospital. Word of mouth is often best. Prime time for book drives is in November.

Step 2 Tell them about the Reading Bear and hand out the RBS one-pager info sheet. Inform them that donors are acknowledged via the website and newsletter.

Step 3 Ask them if they're interested in helping to run book drive for the Reading Bear – the collected books will be donated to children who don't have easy access to books. If they are interested, please collect the person's complete name, email, and job position, name of company so the RBS may send a thank you note.

Step 4 If they're willing to help, arrange a time and date for book collection and leave them with empty boxes. Leave your phone number and email in case they need to contact you earlier than expected to collect boxes. Leave book drive flyers.

Step 5 Pick up the donated books regularly.

Step 6 Once the book drive is over, organize the books according to the appropriate ages into different boxes.

Step 7 Contact Joanne (info@thereadingbear.ca) for directions to drop off books for future school visits and book give-aways 😊



Send the name of the person and email address to head of fundraising to ensure the person receives a thank you email and card.

Thank you very much for helping!

