

# Houston Children's Charity Agency Request Form for Clothing



Date:

<b>Organization Name:</b>		
<b>Organization Address (including city, state, zip):</b>		
<b>Contact Name:</b>	<b>Email Address:</b>	
<b>Business Phone:</b>	<b>Business Fax:</b>	<b>Web Address:</b>

**Please provide information about the family below:**

<b>Nombre:</b>	<b>Idioma:</b> Español   Ingles	
<b>Dirreccion:</b>		
<b>Ciudad, Estado, Codigo Postal:</b>		
<b>Telefono de casa:</b>	<b>Telefono celular:</b>	<b>Telefono de Trabajo:</b>
<b>Correo Electronico:</b>		

<b>Anote todos sus hijos (Por favor anote las edades debajo)</b>					
<b>Edad de Niños:</b>					
<b>Edad de Niñas:</b>					

<b>¿Houston Children's Charity ha ofrecido asistencia a esta familia en el pasado?</b>	<b>SI</b>	<b>NO</b>
<b>¿Si es así, cuándo? (programa y año)</b>		

Please advise the family of the following information:

- A representative of HCC will contact the family within 30-60 days utilizing the information listed above to schedule a visit to the closet; if we are unable to reach the family, we will advise the contact person listed above.
- If the family changes their contact information, they (or you) need to advise us so that we can keep our records up to date and ensure our ability to reach them in a timely manner.

**Please email or fax this completed form to the following address:**

Houston Children's Charity  
HCC Closet Program  
5151 Mitchelldale Street, Suite A4  
Houston, TX 77092  
Phone: 713-524-2878 Fax: 713-524-3199  
Email: Closet@HoustonChildrensCharity.net