



Moray Fresh Start
Starter Pack Guidance Notes
(Scottish Charity Number : SCO47769)



We are a local charity run by a team of unpaid, part-time volunteers

We aim to support the homeless of Moray by providing a starter pack of basic household goods to help them settle into their new tenancy

We do this by responding to individual application forms (see attached) submitted by official referral agencies

Each Starter Pack is made up of a combination of new items such as kettles and duvets and donated items like curtains, bedding and towels. The new items in each starter pack cost us £75 on average. We do not supply furniture such as beds, table etc.

We are funded by a combination of: donations from individuals of goods and cash; fundraising activities (eg Quiz Nights); Grants which we apply for but cannot guarantee.

You can apply for a starter pack for a client on behalf of an agency such as Moray Council Housing Support, SACRO, Moray's Womens Aid etc, and your client is homeless through no fault of their own. We may need to seek additional information if we are not convinced the application is genuine.

Please Complete the attached application form as accurately as possible and only ask for the items that are essential to your client. Asking for 'nice to have' items will deprive other applicants of things that are essential to them. We cannot guarantee stocks of all items at all times.

Our Website has the current version of the Application Form giving details of the items available.

<http://www.morayfreshstart.org.uk>

Please give your contact details and at least 48 hours notice of clients need for the Pack, the more notice the better. We are not manned full time or at set times so may not pick up your request immediately. Each pack is made up individually to requirements.

Packs must be collected at the mutually agreed time by the referral agency from MFS Distribution Centre, Unit 10, Elgin Business Centre, Maisondieu Road, Elgin IV30 1QP. Our relationship is with the referral agency and we cannot deliver to individual clients.

Please email the pack application form to : contact@morayfreshstart.org.uk

If you need to speak to someone **or if it is urgent** please phone 07824 815096

Many thanks for your cooperation in helping us support people **throughout Moray.**

Name of Referral Agency	
Date	

Agency Contact Name, Email Address & Telephone Number

Please indicate the preferred date(s) and time(s) for collection. We have a limited number of volunteers to administer the packs so please be as flexible as possible. One of our volunteers will confirm or discuss the collection arrangements with the named contact

Names of Adult Applicants

Address of Applicants

Ages of all Applicants included in the Pack Application including Children			
Number of Males	Age	Number of Females	Age

Please consult your client about which items are required and tick the appropriate boxes overleaf. Please only choose essential items as “nice to have” items will only deprive other applicants. We do not guarantee to have stock of all items at all times.

If curtains are required please provide dimensions (width and height in inches) of the windows and the type of room (e.g. Kitchen, Livingroom, etc).

MORAY FRESH START

Kettle		Toaster		Iron	
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No. of Double Beds		No. of Single Beds		No. of Cots		Towels	
Duvet		Duvet		Blanket		Bath	
Pillow		Pillow		Sheets		Hand	
Bed linen set		Bed linen set				Tea	

Kitchen Items

Dinner Plates		Side Plates		Bowls	
Mugs		Cutlery		Kitchen Utensils	
Kitchen Knife		Scissors		Chopping Board	
Grater		Tumblers		Casserole Dish	
Frying Pan		Saucepan		Milk Pan	

Cleaning Items

Pack of Cleaning Materials		Small Bin		Washing Up Bowl	
Laundry Basket		Sweeping Brush		Dustpan and brush	
Mop & Bucket					

Other Items

Light Bulbs		Note Pad and Pen		Feedback Form	
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Curtains

Room	Width of Window (in Inches)	Height if window (in Inches) from sill to curtain rail	No. of Pairs

Please note below any items that you require that are not on the list. We may not be able to supply it but the information you provide will help us monitor goods for future Packs

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Please email this form to: contact@morayfreshstart.org.uk

Moray Fresh Start Contact Number: 07824815096

Website: www.morayfreshstart.org.uk

Collected by:		Signature		Date	
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