

# LOFT



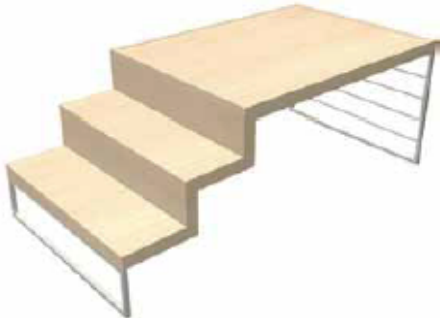

## Closing Store Donation Check List

Use this checklist to determine what items your store has for donation. Complete the checklist and submit any items **two weeks prior** to your last day of business.

- Using this checklist check off any items in your store that will be available for donation. (Items that will not be transferred to another store or otherwise discarded).
- Enter any donatable items into the Ann Cares 360 web portal located on ATweb. Refer to ATweb> Systems> Ann cares 360.
- Enter available items in the *Donation Description* box. Submit more than one entry if necessary.
- When entering items:
  - Use the same item/element name used in the checklist below.
  - Enter the exact quantity you have available for donation.
- If your donatable items are matched with a participating charity you will be contacted directly by that charity to arrange pick up.
- Donated items must be picked up no later than your last day of business.

Refer to the *Donation Submission Job Aid* located on the Ann Cares 360 site if you need further assistance submitting your donation.

If you have any issues with the Ann Cares 360 portal or have any questions about the donation process open a Service Network ticket (Problem type: Practices & procedures)

ELEMENT	QUANTITY
<p>1</p>  <p>RUNWAY STARTER TABLE</p>	<input data-bbox="935 1289 1024 1377" type="text"/>
<p>2</p>  <p>RUNWAY ADDER TABLE</p>	<input data-bbox="935 1694 1024 1782" type="text"/>









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ELEMENT	QUANTITY
<p>3</p>  <p>NESTER TABLE</p>	
<p>4</p>  <p>72" ROUND TABLE</p>	
<p>5</p>  <p>HARVEST TABLE</p>	
<p>6</p>  <p>PIVOT TABLE</p>	





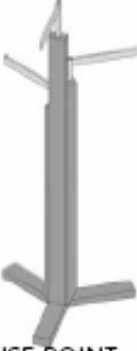

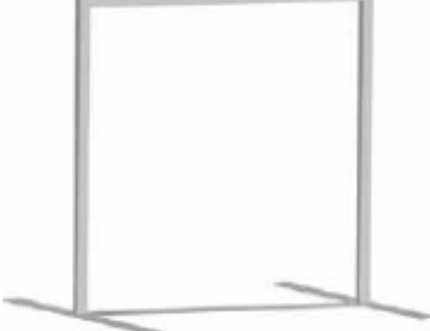

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ELEMENT	QUANTITY
<p>7</p>  <p>60" ROUND TABLE</p>	
<p>8</p>  <p>OVAL-POWER TABLE</p>	
<p>9</p>  <p>DRAFTING TABLE</p>	
<p>10</p>  <p>KNOCKDOWN TABLE W/ WHITE TABLE CLOTH</p>	





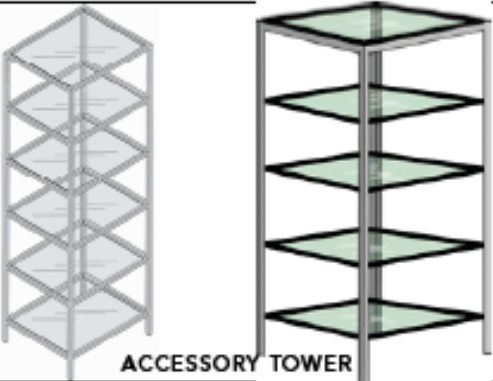



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ELEMENT	QUANTITY
<p>11</p>  <p>HANGING SCREEN FIXTURE</p>	
<p>12</p>  <p>VALET</p>	
<p>13</p>  <p>PAUSE POINT</p>	
<p>14</p>  <p>BALLET BAR</p>	

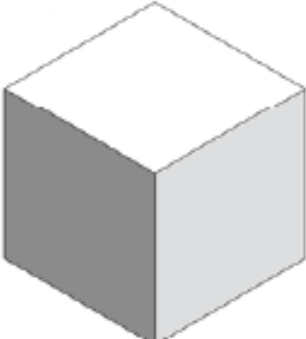

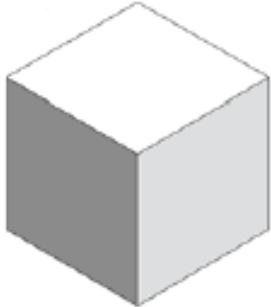

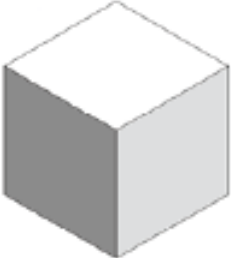



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ELEMENT	QUANTITY
<p>15</p>  <p>4' JEWELRY TABLE</p>	
<p>16</p>  <p>ACCESSORY FIXTURE</p>	
<p>17</p>  <p>ACCESSORY TOWER</p>	
<p>18</p>  <p>PUCK BOARD (FREE STANDING OR WALL MOUNTED)</p>	









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	ELEMENT	QUANTITY
19	 <p>30" X 30" X 30" CUBE</p>	
20	 <p>24" X 24" X 24" CUBE</p>	
21	 <p>18" X 18" X 18" CUBE</p>	
22	 <p>18" X 18" X 12" CUBE</p>	

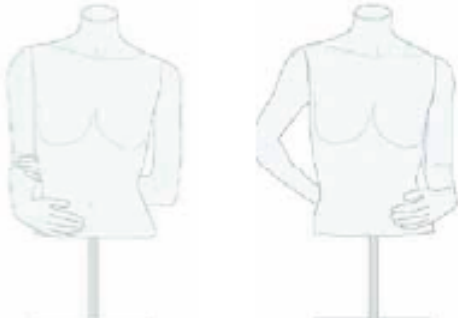







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	ELEMENT	QUANTITY
23	 <p>SWING SHOP SHELVES</p>	
24	 <p>WHITE CLOSET</p>	
25	 <p>FULL FUSION MANNEQUINS</p>	
26	 <p>FUSION SEATED MANNEQUINS</p>	

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ELEMENT	QUANTITY
<p>27</p>  <p>FUSION HALF MANNEQUINS</p>	
<p>28</p>  <p>DISPLAY HANDS</p>	
<p>29</p>  <p>HANDBAG STAND</p>	
<p>30</p>  <p>SHORT SHOE RISER</p>	





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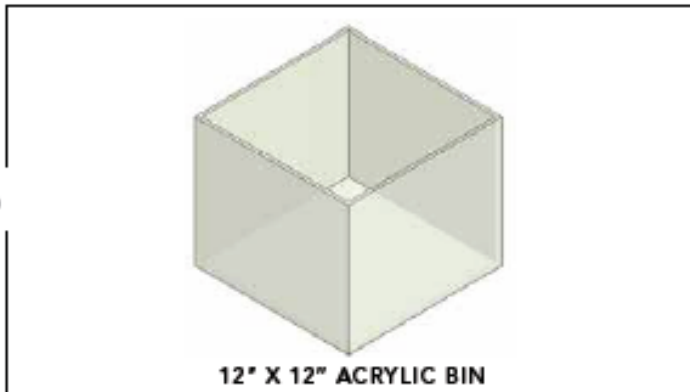


ELEMENT QUANTITY

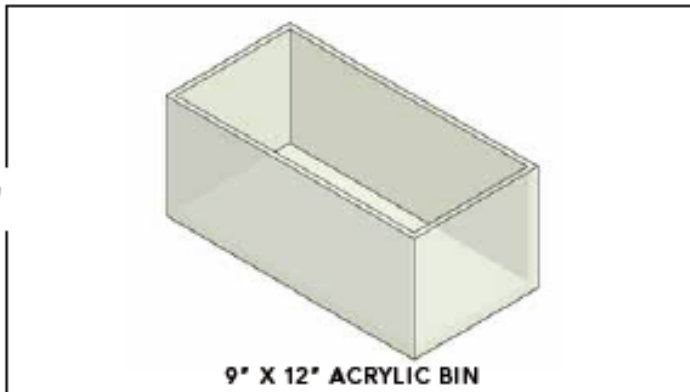
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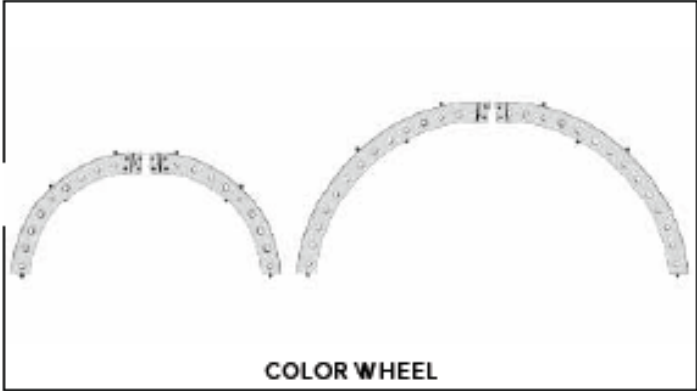
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ELEMENT	QUANTITY
<p>39</p> <p><b>WALL BAYS OR RECESSED WALLS</b></p>	<p><b>BAYS</b></p> <p><b>RECESSED</b></p>
<p>40</p> <p><b>LUCITE HANG BARS</b></p>	
<p>41</p> <p><b>40" LUCITE HOOKS</b></p>	
<p>42</p> <p><b>SET OF 5 OR 10 LUCITE HOOKS</b></p>	

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ELEMENT	QUANTITY
<p data-bbox="142 562 186 594">43</p>  <p data-bbox="446 737 620 764">COLOR WHEEL</p>	<div data-bbox="954 436 1052 531" style="border: 1px solid black; width: 60px; height: 45px; margin-bottom: 10px;"></div> <p data-bbox="954 535 1052 562">4 FOOT</p> <div data-bbox="954 604 1052 699" style="border: 1px solid black; width: 60px; height: 45px; margin-bottom: 10px;"></div> <p data-bbox="954 703 1052 730">6 FOOT</p>

ELEMENT	QUANTITY
 <p data-bbox="342 1129 699 1161">Plastic Top Hanger (100/case)</p>	<p data-bbox="922 894 1089 961"># of complete cases:</p> <div data-bbox="938 982 1068 1129" style="border: 1px solid black; width: 80px; height: 70px;"></div>
 <p data-bbox="321 1472 721 1503">Plastic Bottom Hanger (100/case)</p>	<p data-bbox="922 1201 1089 1268"># of complete cases:</p> <div data-bbox="938 1289 1068 1436" style="border: 1px solid black; width: 80px; height: 70px;"></div>