

To: All Indian Princess/Guide Chiefs  
From: Dan Shannon- IP Cree Tribe  
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312-863-6337 (o)

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Re: Instructions for Preparing Military Care Packages - Great IP/IG Service Project

### Care Package Packing Project

Packages to be sent to US service members deployed overseas to show our support and to brighten the day of our troops who are far away from home. These can be sent any time of year but are often sent to arrive during holidays (Thanksgiving, Christmas, Valentine's Day, 4<sup>th</sup> of July) allow 4 weeks (Parcel Post) for delivery but before 11/13 for Christmas delivery). Receiving a personal note of thanks, or a drawing/picture is the greatest gift of all. *Total cost is less than \$15 per box (including shipping) and a couple hours of time.*

### Recommended Care Package Contents

See "Do's and Don't List (below)

- Note: (\*) items are highly requested by service members
- Optional: boxes can be designated as male or female
- Buy items in bulk from Sam's/Costco
- If boxed filled with snacks, toiletries, average cost of contents is \$10
- If extra funds available, send sporting goods (footballs, soccer, flag football sets, etc)

### Supplies Needed

- US Post Office Flat Rate (FR) Medium Boxes ( 11"x 8.5"x 5.5")—Free and generally available at all post offices however bulk amounts of boxes can be delivered to your home by calling 800-222-1811 or [usps.gov](http://usps.gov)
- Home Depot or Sam's Large Shipping Boxes (18x18x24)@ approx. \$1.50/box
- Misc.
  - Packing Tape/Dispenser
  - Ziplock bags (Qt. and sandwich size) so toiletry scents don't taint food
  - Scale for weighing large boxes

### Shipping Instructions

- USPS Customs Forms
  - Need to provide an individual's name on return address
- Eight (8) Flat Rate (Small)Boxes fit into Large Shipping Box and are < 70 lbs.
  - Flat Rate (Large) boxes provide larger contents and are available for APO addresses at a discounted single box rate of \$11.95 but it seems that Medium FR boxes are plenty big enough.
- Max. Weight Allowed: 70 lbs

- Max. Box Size- outside dimensions must be less than 108”
- Ship via *Parcel Post* – Cost approx. \$38.00 per LG box for shipping from IL Priority Mail would cost approx. \$50.00 but would arrive in 1-2 weeks)
  - Resulting shipping cost per FR box is < \$5.00 ( vs. \$10.95 if sent individually)
- Label instructions
  - To: Mailing label – placed in center of box
  - Return Address label - upper left corner
  - Customs Form - lower right corner
  - Contents: Always list “snacks, supplies” as contents and never reference more expensive items (CD’s, video games) to avoid theft in transit

### Selecting Shipping Destination

- Ask all tribe members if anyone has a deployed relative, friend, etc. and send to that unit
  - Ship all boxes to one person in unit (usually Captain or Chaplain) who will distribute. Our church typically sends our packages to IL National Guard units near Chicago however, as of Nov. 2009, most of these units have returned home
- Go to <http://www.anysoldier.com> to find contact info for potential recipients of Care Packages. NOTE: Do not select the recipient from this website UNTIL THE DAY YOU SHIP your packages (to make sure it’s current)
- Email (1<sup>st</sup> choice) Dan Shannon ([dan@operationhomelink.org](mailto:dan@operationhomelink.org)) or call (312-863-6337) with further questions.

### Why do this?

Just imagine if your Mom or Dad, aunt or uncle, son or daughter were serving in Iraq or Afghanistan. Wouldn’t you want them to receive a note of thanks or encouragement, a drawing, some snacks or supplies to lighten their heavy load and brighten their day?

*Chicago Tribune*-November 11, 2009 (Veteran’s Day) excerpt

Illinois Guard Troops reflect on their service, support they got from Communities

*“Support from back in the States – family, friends, the USO and a lot of the employers – was amazing. You get a letter or a package and it’s nice opening up a box and reading something from back home. It makes a big difference.”*

-Cesar Chavez, an Illinois National Guard sergeant from Aurora, IL

***-Wouldn’t it be great if YIPG tribes became the largest supplier of care packages to our US military-***

