

THANK YOU FOR SIGNING UP TO HOST A STUFF THE BUS BOOK DRIVE!



STEPS TO A SUCCESSFUL BOOK DRIVE:

- Recruit a group of your colleagues to help you plan your Stuff the Bus book drive.
- Determine when and how long you want to host your book drive. A two-week book drive is ideal. Consider setting up a challenge among departments or floors to increase book donations.
- Decide how you will ask people to donate books. You can send a website link to a recommended list of books to purchase.
- Find opportunities for partnering with a variety of book sellers in the [Stuff the Bus Toolkit](#).
- Consider how and where you will be collecting books. Determine how many collection boxes you need for each floor or building. Decide where you will store books donated throughout the drive until delivering them to Athene.
- Recruit a team of employee volunteers to sort and count donated books. Find sorting instructions and labels in the online toolkit.
- After logistics are decided, publicize your book drive to let employees know how to participate and the difference they're making for thousands of children in our community.
- Watch for a results survey to arrive by email about one week before the Stuff the Bus community collection event.
- Deliver your books to Athene USA on **Thursday, May 19**.
- Send a thank you email to your employees with the results of your book drive.