



# Helping Families in Need Society

Warehouse: 1679 Gilmore Avenue, Burnaby, BC  
Office: 4095 1st Avenue, Burnaby, BC V5C 3W5  
Tel: 604-294-3087 24 hrs www.helpingfamiliesinneed.org

## NEW 2018 REFERRAL FORM

Form valid in 2018 only. See our website for a current form.

Date Issued \_\_\_\_\_  
*Valid for 30 days only.*

### PLEASE READ BEFORE YOU MAKE A REFERRAL

You must arrange an appointment for all new immigrants and refugees and have your clients accompanied by a settlement worker. One family (maximum 2 people) per agency per appointment. **NO EXCEPTIONS.** Call 604-294-3087 24 hrs to arrange an appointment.

All other Non-English speaking referrals will also be helped by appointment only and must be accompanied by a translator over 18 years .

We help your client only ONCE in their lifetime. On their first visit we will help in any way we can. They should have a way to take the used furniture and household items with them or have the CASH to pay for drop off. We drop off the used furniture only. We will then arrange a second appointment the following week to help your client with anything else they may need. *We reserve the right to refuse service to referrals who do not follow our policies and procedures.*

DO NOT MAIL OR EMAIL THIS FORM. YOUR CLIENT MUST BRING THIS COMPLETED FORM WITH THEM.

**WHERE TO COME** Our warehouse is at 1679 Gilmore Ave at First Ave in Burnaby four blocks north of the Gilmore skytrain station.

**WHEN** We are open at 4pm sharp on Monday nights (Tuesday if Monday is a holiday) See our calendar for open dates. You must be in line at 4pm to ensure that you will be helped. **NO PARKING ON OUR LOT.** Maximum 2 people per referral. **No children/babies under 16 years permitted on our property.**

**WHAT TO BRING**  This Completed Referral Form  PHOTO ID  
 Something other than this referral form with your current address on it. This address must match the address on this referral form. ie: hydro or phone bill, rent receipt or a letter from the referring person confirming your current address.

There is a non-refundable \$10 (per family) registration fee. (\$20 registration fee for appointments) **CASH**

**TAKE AWAY OR DROP OFF** All furniture must be removed from our warehouse the night they are selected. *Exception: drop offs.*

**All furniture and household items are second hand and are free.**

Bring a truck to take away the chosen items OR bring the cash to pay for our drop off service. The items will be dropped off near the door the following day. We do not take the furniture in elevators or up or down any stairs. \$80 Burnaby \$80-\$125 New West \$100 - \$125 Coquitlam/Port Coquitlam & parts of Vancouver and North Van \$150 - \$250 Surrey, Delta, Richmond, Maple Ridge. Other areas, please call for a quote.

*Drop off fees are subject to change without notice.*

**Referring person's information: Your business card MUST be attached.**

Agency \_\_\_\_\_ Name \_\_\_\_\_

Phone # \_\_\_\_\_ Email: \_\_\_\_\_

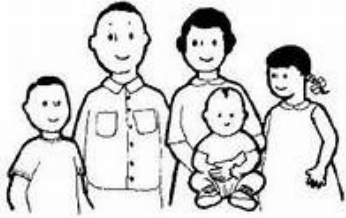
### Your client's information

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address they will be living at: \_\_\_\_\_

*I have explained the above information to my referral. I understand that I am responsible for their behaviour and that I will be notified if there are any problems.*

Your Signature \_\_\_\_\_ Referral's Signature \_\_\_\_\_



# HELPING FAMILIES IN NEED SOCIETY 2018 CALENDAR

○ We're Open

✗ We're Closed

JANUARY						
Su	Mo	Tu	We	Th	Fr	Sa
	✗	2	3	4	5	6
7	○8	9	10	11	12	13
14	○15	16	17	18	19	20
21	○22	23	24	25	26	27
28	○29	30	31			

FEBRUARY						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	○5	6	7	8	9	10
11	✗	○13	14	15	16	17
18	○19	20	21	22	23	24
25	○26	27	28			

MARCH						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	○5	6	7	8	9	10
11	○12	13	14	15	16	17
18	○19	20	21	22	23	24
25	○26	27	28	29	30	31

APRIL						
Su	Mo	Tu	We	Th	Fr	Sa
1	○2	3	4	5	6	7
8	✗	○10	11	12	13	14
15	○16	17	18	19	20	21
22	○23	24	25	26	27	28
29	○30					

MAY						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	○7	8	9	10	11	12
13	○14	15	16	17	18	19
20	✗	○22	23	24	25	26
27	○28	29	30	31		

JUNE						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	○4	5	6	7	8	9
10	○11	12	13	14	15	16
17	○18	19	20	21	22	23
24	○25	26	27	28	29	30

JULY						
Su	Mo	Tu	We	Th	Fr	Sa
1	✗	○3	4	5	6	7
8	○9	10	11	12	13	14
15	○16	17	18	19	20	21
22	○23	24	25	26	27	28
29	○30	31				

AUGUST						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	
5	✗	○7	8	9	10	11
12	○13	14	15	16	17	18
19	✗	21	22	23	24	25
26	✗	28	29	30	31	

SEPTEMBER						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	✗	○4	5	6	7	8
9	○10	11	12	13	14	15
16	○17	18	19	20	21	22
23/30	○24	25	26	27	28	29

OCTOBER						
Su	Mo	Tu	We	Th	Fr	Sa
	○1	2	3	4	5	6
7	✗	○9	10	11	12	13
14	○15	16	17	18	19	20
21	○22	23	24	25	26	27
28	○29	30	31			

NOVEMBER						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	○5	6	7	8	9	10
11	✗	○13	14	15	16	17
18	○19	20	21	22	23	24
25	○26	27	28	29	30	

DECEMBER						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	○3	4	5	6	7	8
9	○10	11	12	13	14	15
16	✗	18	19	20	21	22
23/30	○24	○25	26	27	28	29