

# Wish Celebration Volunteer Guide

## *Local Shopping Spree*



Here are a few things to know as you get started.



### *Overview*

A local shopping spree typically includes visiting multiple stores the wish child has pre-selected, purchasing items of their choice, coordinated transportation throughout the day, and a meal at a restaurant of their choice. It will be a full day of shopping. Be prepared to be out with the wish family for most of the day!



### *Your Responsibilities*

#### **BEFORE THE WISH**

Months or weeks leading up to the wish, you should be connecting with the family to learn more about the wish child's personality—whether they are shy or outgoing—to help tailor the experience to their comfort level. You are also responsible for providing a monthly wish boost for which you have a total budget of \$100 to use towards these boosts. One fun low-cost wish boost is creating a fun countdown calendar to build excitement leading up to the shopping spree.

#### **WEEK OF THE WISH**

You should review all materials provided by the Local Wish Coordinator, including the itinerary and the detailed store information sheet. You are responsible for calling each store listed to confirm logistics and ensure everything is in place for a smooth wish day. Additionally, be sure to reach out to the wish family to coordinate a specific meeting location for the first stop of the day.

## WISH DAY

On the day of the shopping spree, please arrive 15 minutes early to the first store and wear your Make-A-Wish t-shirt. Upon arrival, connect with the family's driver for the day and note their phone number to maintain communication throughout the day. Be prepared to assist the family by helping carry shopping bags and loading them into the vehicle as needed.

Use the Spending Tracker provided in your wish day folder (sent to you prior to the wish) to monitor the wish child's spending balance, and be sure to collect all receipts from each store. Whenever possible, use the tax-exempt certificate and letter for purchases. If a store donates items in-kind, have them complete the In-Kind Donation Form found in your shopping spree folder.

Flexibility is key—plans may shift throughout the day. If you're running late or behind schedule, contact the stores to update them on your estimated arrival time. For any issues that arise, reach out to the Wish Coordinator by phone. Most importantly, take lots of photos to help capture the joy of the day!

## AFTER THE WISH

Within a week after the shopping spree, you should email the Local Wish Coordinator all receipts and completed in-kind donation forms, including any discounts or full donations received. Be sure to shred the cash card once all purchases are finalized. Additionally, please send any photos or videos taken during the wish day to help capture and share the special moments.



## *Additional Guidance*

Keep the primary focus on creating a joyful and memorable experience for the wish child and their family. The overall wish budget is determined based on the child's age and will be outlined in the itinerary—please stay within budget and reach out to staff with any questions. Respect the family's privacy and confidentiality throughout the day. Most importantly, capture fun moments filled with smiles, laughter, and meaningful interactions that make the day truly special.