



Guidance for Screening Commonly Donated Items

All Items Must Meet Four Basic Requirements

All items accepted for donation must have value or demand in our retail environment. In general, building materials and major appliances must possess the following overall qualities:

Residential: Must be intended for use in or have application in residential construction, improvement, or maintenance. **Nothing labeled or specifically configured for industrial, professional, or commercial use only.**

Structural: Must be structurally sound to perform its intended use. Nothing broken, missing, worn-out or otherwise 'falling apart.'

Functional: Must operate in a way so that it can perform its intended function. No disabling damage, non-functioning components, or in any way inoperable.

Cosmetic: Must have an appearance acceptable to the general public to perform its intended use. The most subjective category, this may include alterations, certain damage, excessive dirt or other visible lack of maintenance/upkeep, being 'outdated' and not 'in demand,' and the like. Does not pertain to all items.

Following is a working list of items commonly accepted as a donation to Habitat ReStore. An item's exclusion from the list does not necessarily make it unacceptable just as its inclusion does not make it automatically acceptable. Items are added to this list as we gain more experience with those items. Items offered for donation should be screened utilizing the above general criteria, the following specific criteria, and current inventory levels and customer demand.

Adhesives

New, unopened, and not expired. No "professional" or "industrial use only."

Appliances (Based on industry-reported life expectancy for each appliance.)

- Stoves, Cook tops, Ovens, Washers, Dryers, Refrigerators —10 years old or less, perfect working order needing no repair or parts, clean and ready to be used. (Note: no built in ovens)
- Dishwashers, Microwaves, Garbage Disposals—5 years old or less, perfect working order needing no repair or parts, clean and ready to be used.
- Furnaces, Heat Pumps, Central A/C's, Window A/C's—See "HVAC."
- Water Heaters—10 years old or less, perfect working order needing no repair or parts, little to no sediment build-up in the tank (determined by donor's professional or weight of item at time of inspection).
- Water Softeners—none.

- Humidifiers and Dehumidifiers—Portable in good working order only.
- Handheld and Countertop (Small Household Appliances)—none.

Asphalt Products

In original packaging marked with either **manufacture date** or containing the words “**no asbestos**” OR written and **signed statement** required from donor giving where and approximately when item purchased new. Must be manufactured after 1980.

Bath Accessories

- Towel Bars, Soap Dishes, TP Holders, Toothbrush Holders—Complete with brackets and hardware, wall-mount only- new only on porcelain items.
- Handicap Grab Bars & Support Items—Complete in good condition with all parts and accessories.

Bathtubs

- General—color must be white, black, or modern. Other colors will be considered upon inspection, with priority given to matching bath sets.
- Steel and Cast Iron
- Fiberglass—No cracks or broken edges, little to no discoloration.
- Claw foot—Acceptable in most any condition, within reason.

Blinds

- None. We do not accept window treatments of any kind.

Brick & Block

Full pieces only, no mortar, reasonably clean. If picked up, neatly stacked and readily accessible to truck. If drop off, free pallets available ahead of time, upon request.

Cabinets: Bases, Uppers, Doors, Drawers, Faces, Hardware

- Bases and Uppers—Must have all the doors and drawers, no damage, and fairly up to date.
- Doors (Without Cabinet)—New or like new hardwood only; no plywood doors.
- Drawers (Without Cabinet)— None.
- Faces/Fronts—DO NOT TAKE.
- Medicine—All types, fairly up to date, clean, no damage or rust, to include shelves.
- Countertops, Laminate—Up to date, 3 feet long and longer. Simple rectangles or L-shapes only. No size or shape requirements if accompanies matching cabinet. No chips, cracks, or other damage to structure or finished surface.
- Countertops, Corian, Granite, Etc.—No chips, cracks, or other damage to structure or finished surface.
- Laminate Material—no sheets, rolls accepted.
- Drawer Guides—Complete sets only, no damage or rust.

- Cabinet Pulls and Hinges—No excessive wear or paint, complete with no missing pieces, nothing broken, must be boxed

Carpet

No stains or odors (pet or otherwise); no discolored or ‘brittle’ backing, 10 years old or less. If scheduled for pick up, must be rolled and accessible. Any roll of carpet found to be misrepresented will be rejected on site. Items rejected after inspection at the store will be removed from our copy of the donation receipt.

Caulk

New, unopened, and not expired. **Not labeled for “professional” or “industrial use only.”**

Ceiling Fans

Working order with all parts, **including hanging/ceiling box bracket**, reasonably up to date. Before transport, please remove fan blade/arm combinations at the motor to prevent damage and sack or box, if possible, including the screws removed.

Ceiling Tile and Accessories

- Tiles—All types; new in box only. No pieces, water damage, or other damage or deterioration. Packaging must be marked with either **manufacture date** or containing the words **“no asbestos”** OR, if not stated on package, written and **signed statement** required from donor giving where and approximately when item purchased new. Must be manufactured after 1980.
- Used Tiles—Call 1-877-ARMSTRONG for recycling information.
- Grid Pieces—new, full lengths only, no damage, no rust.

Ceramic Tile

New, full pieces only; clean and ready to install; not outdated; must be boxed or sacked for transport.

Chemicals

We DO NOT ACCEPT chemicals, new or used. This includes cleaning products, pesticides, insecticides, herbicides, rodenticides, fertilizers, and the like.

Exception—Limited household chemicals may be accepted from businesses only as long as the packaging is intact with consumer labels and is not expired or being phased out per regulations. **Must have MSDS sheet(s) and manager approval.**

Cove Base, Vinyl- WILL ACCEPT FOR RECYCLING!

New only, full lengths or mostly full rolls. In original packaging marked with either **manufacture date** or containing the words **“no asbestos”** OR written and **signed statement** required from donor giving where and approximately when item purchased new. Must be manufactured after 1980.

Curtains, Curtain Rods, Drapes, Traverse Rods, Valences

None accepted.

Doors

- Wooden—no rot or splits, no holes, no disfiguration/alteration.
- Metal & Metal Clad
- With Windows—no broken glass, no broken seals on double-paned glass.
- Patio Doors—excellent to good shape, with full frame, no broken seals on double-paned glass.
- Storm—operable and must include the hinge piece, screen, and window. **Top and side frame pieces highly encouraged, but not required.**
- Shower—See “Shower Doors.”
- Screen—Complete, no rot or damage, prefer screen material to be intact, but some damage acceptable.
- Garage—See “Garage Doors & Accessories”
- Commercial—with manager approval only on a case-by-case basis.

Drapes, Traverse Rods, Valences, Curtains, Curtain Rods

None accepted.

Drywall & Accessories

- Sheets—Useable 2’x2’ sheet or larger, no irregular shapes. No water damage or mold.
- Joint Compound (Mud)—New, unopened, and not expired.
- Tape—Clean and dry, never damp. Partial rolls accepted.
- Corner Bead—Full, undamaged sticks; if rolled, partial rolls accepted.

Electrical Supplies

Fairly up to date, no corrosion or rust, assorted is fine, must be boxed or sacked, no incomplete kits (if applicable), no commercial.

For light fixtures, see “Light Fixtures.”

Fencing

- Chain Link Fabric, Gates, & Top Rail
- Wooden—In panels, any height, little rot or deterioration, good structural condition.
- Vinyl—Full pieces or panels only, no damage.
- Posts—Full lengths (not cut at ground), straight and sound, clean with no concrete.
- All Other Fence Material—Chicken wire, snow fence, etc. are acceptable.

Fireplaces & Accessories

- Fireplace Inserts—Good condition with all parts, well-maintained, relatively clean, with Manager’s Approval.
- Fireplaces, Stand-Alone— Good condition with all parts, well-maintained, relatively clean with good cosmetic appearance.
- Fronts and Doors
- Tools—individual or in sets, good condition.
- Wood Cradles, Etc.—Undamaged with little to no rust.

Flooring

- Carpet—See “Carpet.”
- Wood—All types, useable lengths (2 ft. or more), no nails, rot, or other damage. If tongue and groove, ‘tongues’ and ‘grooves’ must be intact.
- Parquet—Full pieces, no rot or damage, boxed or sacked for handling.
- Laminate—minimum 3ft long, no rot or damage.
- Vinyl, Rolled—New only, 6’ x 6’ and larger, no cracks or other damage. In original packaging marked with either **manufacture date** or containing the words “**no asbestos**” OR written and **signed statement** required from donor giving where and approximately when item purchased new. Must be manufactured after 1980.
- Vinyl, Tiles—New only, both adhesive and non-adhesive, full pieces, boxed or sacked for handling. In original packaging marked with either **manufacture date** or containing the words “**no asbestos**” OR, if loose, written and **signed statement** required from donor giving where and approximately when item purchased new. Must be manufactured after 1980. **Absolutely no 9” vinyl tile, new or used (contains asbestos).**

Furniture

- Hard Furniture (i.e. wooden or wooden and metal furniture) such as tables, chairs, coffee tables, hutches, entertainment centers, computer desks, etc. Must be in very good condition with all parts and hardware.
- Office furniture such as desks, chairs, computer desks, file cabinets, desk chairs and modular furniture. Must have all parts and be usable with little or no repair
- Tables, chairs, benches, swings, and umbrellas accepted. Little to no rust, well-maintained, sturdy; if plastic, not cracked or brittle with Manager’s approval. Cushions only if accompanied by matching furniture, in excellent to very good condition.

Garage Doors and Accessories

- Wooden Doors—10 years old or less, complete with all panels and hardware, no damage or rot, fully functional; if windows, no broken panes.
- Metal Doors—all acceptable
- Tracks, Springs, Cables, Rollers, Hinges, Etc.—in good repair, minimal rust.
- Electric Openers—all acceptable

Glass

- Panes—See *Window Parts/ Glass Panes*.
- Shelving—See “Shelving.”

Hardware

- Door Locks and Knobs— all acceptable
- Hinges— all acceptable
- Miscellaneous— all acceptable

HVAC

- Furnaces
- Air Conditioners (Central Outdoor Unit)
- Evaporators (A-Coils)
- Air Conditioners (Window)
- Duct
- Duct Fittings
- Vents/Covers

} ALL CONDITIONS AND TYPES ACCEPTED FOR ALL!

Insulation

- Backed & Unbacked—new only, clean and never damp, rolled, bound, or otherwise contained for transport.
- Blown—new only, in original packaging.
- Sheet—new or like new, 1/2 sheet or larger, clean with no holes or damage.

Lawn Tools & Equipment

See Tools.

Light Fixtures

- Fluorescent Lights—Ballast label must state “no PCB’s.” Ballast must be exposed at time of pick up for inspection.
- Fluorescent Light Bulbs
- Compact Fluorescent and Incandescent Light Bulbs—New in package only.

Lumber

No rotten or deteriorated areas, not excessively weathered. If painted, no peeling paint and no more than one coat. **UNPAINTED PREFERRED.**

- Dimensional—4 feet and longer.
- Sheets— 2’x2’ useable sheet and larger, no irregular shapes.
- Trim—See *Trim, Molding, and Millwork*.

Mirrors

In good condition with no chips, cracks, or discoloration. No mirrors without frame or larger than one person can safely handle.

Nails

Sorted by type and size, boxed or sacked no rust.

Paint

- All Latex Paint—Consumer labels intact and readable, no leaking, rusty, or damaged beyond use (lid must work). Contents never frozen. Nothing labeled “Industrial Use Only” or “Professional Use Only.” Less than five years old.
- 5 gallon Buckets
- Spray Paint – container must be full, nozzle functions, and agitator ball rattles freely. Must have cap/lid.

Patio furniture

Tables, chairs, benches, swings, and umbrellas accepted. Must be in useable condition. If plastic- not cracked or brittle with Manager’s approval. Cushions only if accompanied by matching furniture, in excellent to very good condition.

Plumbing Supplies

- Clean, assorted are fine, boxed or sacked, no incomplete kits (if applicable). No fitted/glued pieces.
- PVC/ABS Primer, Cleaner, & Cement—sealed in original container, must expire no less than six months from the date of donation.

Railings

- Wrought-Iron
- Wooden—See “Trim, Molding, & Millwork.”

Rock

See *Stone*.

Screws

Sorted by type and size, boxed or sacked, no rust.

Shelving

- Pieces—All materials acceptable. Must be in good, clean condition. 3ft or longer
- Assembled Shelving Units
- Wire shelving- all acceptable

Shingles

Stored in shelter, not 'stuck together', no scraps.

Showers

- Kits—Sets/kits preferred complete (all panels and base).
- Bases— Must be relatively clean with no cracks or other damage.
- Panel Sets—Full sets only, not damaged, no excessive discoloration, relatively clean.
- Enclosures—Not damaged, no excessive discoloration, relatively clean.
- Shower Doors—Sliding or hinged, no broken glass with Manager's approval. Must be up to date, relatively clean with no excessive soap scum (well maintained), and no mold.

Shutters

- Wooden—interior or exterior, good shape with no damage, rot, multiple layers of paint, or excess peeling.
- Vinyl—good condition, no damage, brittleness, or heavy fading

Siding

- Vinyl—new, full, undamaged pieces or accessories only.
- Wooden/Hardboard—4' long or longer for lengths, at least 2'x2' sheet large for sheets/panels, full pieces for shake-type, no damage or rot.
- Asbestos—None.
- Concrete-Based— In original packaging marked with either **manufacture date** or containing the words "**no asbestos**" OR written and **signed statement** required from donor giving where and approximately when item purchased new. Must be manufactured after 1980.

Sinks

- General
- Kitchen—Normal wear and tear ok, no chips or deep scratches in finish.
- Bathroom Wall Mount—Must have all mounting hardware.
- Bathroom Bowl—new or used porcelain, cast iron, steel, or plastic ok.
- Vanity Tops—New and used acceptable, single and double bowl. Must be rectangular in shape (no irregular shapes) unless with matching cabinet. No chips, cracks, 'spider veins' in bowl, or excessive wear.
- Pedestal Sinks—New and used acceptable. No chips, cracks, 'spider veins' in bowl, or excessive wear, must have all mounting hardware.
- Mop Sinks—new or used, relatively clean.

Stone

Wall, veneer, and landscape stone all accepted. Must be relatively clean with little debris, litter, or mortar. Stone must be able to be handled by one person; small items like landscape rock must be in bag or bucket, large stone delivered or easily accessible to truck if pick up.

Swing Sets & Play Sets

Metal and plastic sets only (NO WOODEN SETS), **complete with all parts**, including instructions or detailed photos of assembled item; no rot or rust; disassembled for transport if pick up.

Toilets

- Clean, no chips or cracks, complete with bowl, tank, and tank lid. Colors will be considered upon inspection and Manager's approval, with priority given to matching bath sets.

Tools

- Hand— all acceptable
- Power— all acceptable
- Gas-Powered— all acceptable- if picked-up must be empty of gas

Trim, Moulding, & Millwork

- Trim & Moulding—6 feet long and longer, no nails or screws, good cosmetic condition.
- Handrail—4 feet long and longer, no nails or screws, no damage, rot, or excessive peeling paint.
- Landing Posts and Spindles—no nails or screws, in good cosmetic condition; full lengths, not cut off at floor level.

Wallpaper

None accepted.

Windows

- Single/Double-Hung, Slider, Casement/Awning, Fixed/Picture, & Architectural—double-paned, wooden, vinyl, or metal construction acceptable. Must have full jamb (not just sashes; see "sashes" under "Window Parts"), no rot, no broken glass or seals, fully operational. With screens. **Single pane with Manager's Approval.**
- Jalousie—None.
- Storm, Aluminum- all acceptable, with screens
- Storm, Wooden—None.
- Storm, Steel

Window Parts

- Sashes—double-paned only accepted with Manager's approval. No broken glass or seals, no rot. No casement (crank-out) sashes.
- Glass Panes (Unframed Glass)— Do Not Accept
- Glass Inserts for Storm Windows—None.
- Screen Inserts for Windows and Storm Windows—will accept

WE ARE UNABLE TO ACCEPT:

- Chemicals (cleaning solvents, etc.)
 - Clothing
 - Household Items
 - Mattresses or Bedding
- Small Electrical Appliances and TV's
 - Window Treatments
- Mirrors or Glass not in Frames