

# THE HOLLAND/ZEELAND AREA CROP WALK 2022

## Post CROP Walk Instructions & Checklist

Turn in this checklist, along with the enclosed Final Report Form and any unused materials.

**You may recycle all dated material, which cannot be used next year.**

- \_\_\_\_\_ Promote Sunday May 8 or 15 as envelope dedication Sunday at your Church may help get envelopes returned.
- \_\_\_\_\_ Try to collect all envelopes, used and unused. Remind your walkers that even if they didn't walk, you'd still like their envelope returned.
- \_\_\_\_\_ Count the money collected in each walker envelope. Verify the dollar amount by circling it and writing your initials.
- \_\_\_\_\_ Record the dollar amounts on the back of the big Team Captain's envelope in the "Total Funds Raised" column. If no money is received, enter zero.
- \_\_\_\_\_ Put money in one of the deposit envelopes you were given. Make several deposits, so you don't leave large amounts of money around the house. If you need more post cards and deposit envelopes, call your area organizer.

**DEPOSITS CONTAINING CASH SHOULD BE MADE IN PERSON & VARIFIED BY THE TELLER!**

- \_\_\_\_\_ Write your name & address on the front of the first postcard.  
Enclose both stamped postcards in the deposit envelope.  
**Put your organization's name on the back of both postcards.**  
The bank will fill in the date and amount on both cards and mail one to you to verify your deposit, the other to the CROP treasurer.
- \_\_\_\_\_ Turn deposit envelopes in at one of the following Fifth Third Bank locations.

**770 East 16<sup>th</sup> St., 12443 Riley St.,**

**523 W. Main Ave., Zeeland**

**32nd St. & Washington Ave.**

- \_\_\_\_\_ Fill out the pink "Final Report" form for your church or organization.

*By early June return to your area chairperson in the cloth bag, the following...*

- \_\_\_Final report sheet with deposits recorded and estimate of participation
- \_\_\_Team Captain Packet envelope with the used and unused walker envelopes in it.
- \_\_\_Other unused materials for reuse or recycling

*We thank you for your hard work and dedication. You make our CROP Hunger Walk one of the largest in the United States! If you have any suggestions that would help make these procedures easier, give your Recruit Chairperson a call or email [sdeyoung71@gmail.com](mailto:sdeyoung71@gmail.com)*

*The CROP Coordinating Committee*