

Memorandum



Date: December 9, 2014
To: All Miami-Dade County Departments
From: Carlos A. Gimenez
Mayor
Subject: 26th Annual Holiday Toy Drive

A handwritten signature in blue ink, appearing to read "Carlos A. Gimenez". The signature is fluid and cursive, written over the printed name in the "From:" field.

The Holiday Season is now upon us and every year during this time we have the opportunity to provide assistance to the less fortunate in our community. For the past 25 years, County employees have come together in the spirit of giving by donating a new, unwrapped toy for children between the ages of one and twelve to the Miami-Dade County Annual Holiday Toy Drive. To help ensure the success of this holiday event, and the timely distribution of the toys to families, each department should identify a liaison to coordinate its respective toy collection.

The County's Annual Toy Drive is being coordinated by the Community Action and Human Services Department. Please submit the name of your liaison to Yvonne Ramirez at yvonner@miamidadecounty.gov by Friday, December 12, 2014.

Collection bins will be available in the lobby of the Stephen P. Clark Center and the Overtown Transit Village, where you may drop off your donations by the close of business day on Thursday, December 18, 2014.

If you have questions, please contact German Izquierdo at (305) 547-7661 or Yvonne Ramirez at (786) 469-4675.

Every year, as a direct result of our efforts and continued generosity, over 1,800 children are able to share in the joys of the holiday season. Let's come together to make the holiday season special for the children of Miami-Dade County.

C: Honorable Chairwoman Rebeca Sosa and Members Board of County Commissioners
Office of the Mayor Senior Staff
Lucia Davis-Raiford, Director, Community Action and Human Services Department
Dr. William Zubkoff, Chair, Community Action Board



Miami-Dade County

26TH ANNUAL HOLIDAY TOY DRIVE

Please participate in Miami-Dade County's Annual Holiday Toy Drive by donating a new, unwrapped toy for children between the ages of one (1) and twelve (12) years of age.



Collection bins will be placed in the lobby of the Stephen P. Clark Center, located at 111 NW 1st Street and the Overtown Transit Village, North Building located at 701 NW 1st Court.

Deadline: Thursday, December 18, 2014

If you have questions, please contact German Izquierdo at (305) 547-7661 or Yvonne Ramirez at (786) 469-4675.



MIAMI-DADE COUNTY
COMMUNITY ACTION AND HUMAN SERVICES DEPARTMENT
HOLIDAY TOY DRIVE

DEPARTMENT LIAISON FORM



CONTACT NAME: _____

DEPARTMENT: _____

ADDRESS: _____

PHONE NUMBER: _____

EMAIL ADDRESS: _____

FAX NUMBER: _____

Return via interoffice or fax to:

Miami-Dade Community Action and Human Services Department
Overtown Village North
Attention: Yvonne Ramirez
701 NW 1st Court, 10th Floor
Miami, Florida 33136
Fax: (786) 469-4656

For more information please contact German Izquierdo at (305) 547-7661 or via e-mail at izquier@miamidade.gov. You may also contact Yvonne Ramirez at (786) 469-4675 for via e-mail at yvonner@miamidade.gov.