



KidsLink Card Kit Creation Instructions and Resources

Here you will find instructions, resources, and answers to frequently asked questions on creating your Card Kits. Happy Creating! Military kids will be better connected to their parents and to your heart through this process! Thanks for your participation! (These instructions can also be found at www.kidslinkonline.org.)

What should each Card Kit contain?

#1. 8 envelopes (to fit each card)

#2. 8 FOREVER stamps (or 8 x \$.45 cents)

You can also include a 10-stamp booklet, but please make sure there are at least 8 first class stamps in the kit.

#3. Zippered pencil pouch

This pouch contains everything. Find these at your local parent/teacher supply store or craft store or online. See www.kidslinkonline.org for suggested online locations. (Cardboard pencil boxes are no longer accepted.)

#4. 8 cards*

- 1. Valentine's Day
- 2. Father's Day**
- 3. Mother's Day**
- 4. July 4th
- 5. My First Day of School
- 6. Happy Birthday
- 7. Happy Holidays
- 8. Blank (for fun!)

These cards can be handmade or bought from your local card store.

***NOTE:** Please create or buy appropriate-sized cards to accommodate first class stamps. Often it is most helpful to find the envelopes you want to use first, and then create the cards based on the size of your envelopes.

****Also NOTE:** Make both a Mother's and Father's Day card. The child can use whichever one is appropriate and also have a card for the parent who is still at home.

#5. 8 Postcards (blank on one side)

These are for kids to send along with their cards so mom or dad can write them back. Military personnel can send US mail without postage, so none is needed for these. (You can use the template on page 6 of this document or create your own look for these cards.)

***NOTE:** To qualify for First-Class Mail, a card must be: rectangular, at least 3-1/2 inches high X 5 inches long X 0.007 inch thick, and no more than 4-1/4 inches high X 6 inches long X 0.016 inch thick.

#6. Response card with return address & stamp

This is a card you will receive back from whichever child gets your card kit (hopefully). It will contain some fun facts about the child and also some prayer requests from the child. Put your return address and a postcard stamp on the back. You can find instructions about the response card on page 7 of this document.

#7. Resource Card

This card will provide the child and family receiving your kit with Christian ministry resources available to him or her on or near their military installation. This list is available as a separate download and is different for each project. First find the location where you will be sending your kits (www.kidslinkonline.org/locations). This will direct you to the correct Resource Card to be included in your kits.

#7. Personal note from assembler

Please include a note from YOU, the assembler of the card kit! This way the recipient of the card kit can know a little about who made the kit for him or her. Here is an example (but please write something personal from you):

Hello. My name is Jean Freeman. I attend First Christian Church in Loveland, Colorado and have 2 kids of my own. I wanted to create these cards for you so you could stay in touch with your deployed parent. I will pray that your parent is safe and pray for you to have a good year at school and with your friends.

See Page 4 for an image of everything that should be included in a Card Kit.

Where can I find card-creating materials?

You can either buy pre-made cards or create cards for your kit. If you would like to create your own cards, the following stores and websites will offer good ideas and materials:

- Hobby Lobby
- Michaels
- Parent/Teacher supply stores
- www.making-greeting-cards.com
- www.wittyliving.com/crafts/cardmaking/handmade-card-ideas-index.html
- www.greetingcardsresource.com

Make a list of more resources you find here:

Where should we send the Card Kits after my group is all done?

Card Kits are designated for different places depending upon the project. Check at www.kidslinkonline.org/locations for more information on the location where you will send your Card Kits. (Mailing location, Resource Cards, and final postmark date are the items that will change from project to project.)

Answers to Frequently Asked Questions/FAQs

You can find answers to many Frequently Asked Questions at www.kidslinkonline.org/faqs

Response Card: Please Print

Find a template for the Response Card on Page 6. Please print these on a high quality printer and follow the instructions below. You will need 1 of these per kit.

The response card is set up to copy or print Black and White on an 8 1/2 x 11 sheet of card stock. This document **MUST be printed on card stock** so that it can be sent through the mail. The document is set up so that 4 cards will fit on one page. Cut these cards down to 4 different postcards, 4.25 in. x 5.5 in. each.

Have people in your group put a **postcard stamp** and their **return address** on the back of the card.

Resource Card: Please Print

A Resource Card with printing instructions is available for download for each project. Check www.kidslinkonline.org/locations to be pointed in the right direction on where to download your Resource Card PDF. You will need 1 of these per kit.

The document will be easy to print on a color copier or printer.

Your Complete Card Kit

A picture is included on Page 4 of this packet to show you an image of all materials that belong in a card kit.

Examples of Cards

Example Card Kit cards can be found on Page 5 of this document. You can print this page out to show examples to your group.

All these things make up a complete KidsLink Card Kit.

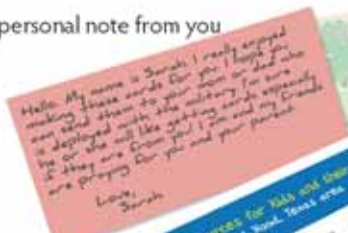


1 flat pencil case to contain everything

8 Cards with matching Envelopes:

1. Valentine's Day
2. Father's Day
3. Mother's Day
4. July 4th
5. Happy Birthday
6. My First Day of School Card
7. Happy Holidays
8. Blank inside

A personal note from you



8 First Class stamps



8 Postcards - Blank on 1 side (for parent to send to child/template available)



"Resources" Card for the project



Response Card with postcard stamp and return address

To qualify for First-Class Mail, a postcard must be:
 - Rectangular
 - At least 3-1/2 inches high X 5 inches long X 0.007 inch thick
 - No more than 4-1/4 inches high X 6 inches long X 0.016 inch thick
 Military personnel can send mail from their locations without postage, so no extra postcard stamps are needed

Card Examples - Be Creative! Have Fun!



Hi KidsLinker! I hope the cards in this Card Kit help you tell your deployed parent how much you love them and all about how you are doing! Fill out this card and put it in the mail. It will help me to pray for you.

My first name is _____

I have _____ **sisters and** _____ **brothers**

My favorite food is _____

My favorite game is _____

Someday I want to grow up and be _____

Please pray for me. Also pray for these things: _____

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Please pray for me. Also pray for these things: _____

From:

Send to:



This postcard is provided as an easy way to write back to your child.

From:

Send to:



This postcard is provided as an easy way to write back to your child.

From:

Send to:



This postcard is provided as an easy way to write back to your child.

From:

Send to:



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