



HEART TO PAWS “HOW TO” from MERCK ANIMAL HEALTH

WHAT'S INCLUDED IN YOUR CAMPAIGN PACK

1. Donation box (60cm x 60cm)

- Assemble your box (see image).
- Decorate your box however you like:
use paint, highlighters, markers, etc.!

2. Tent card

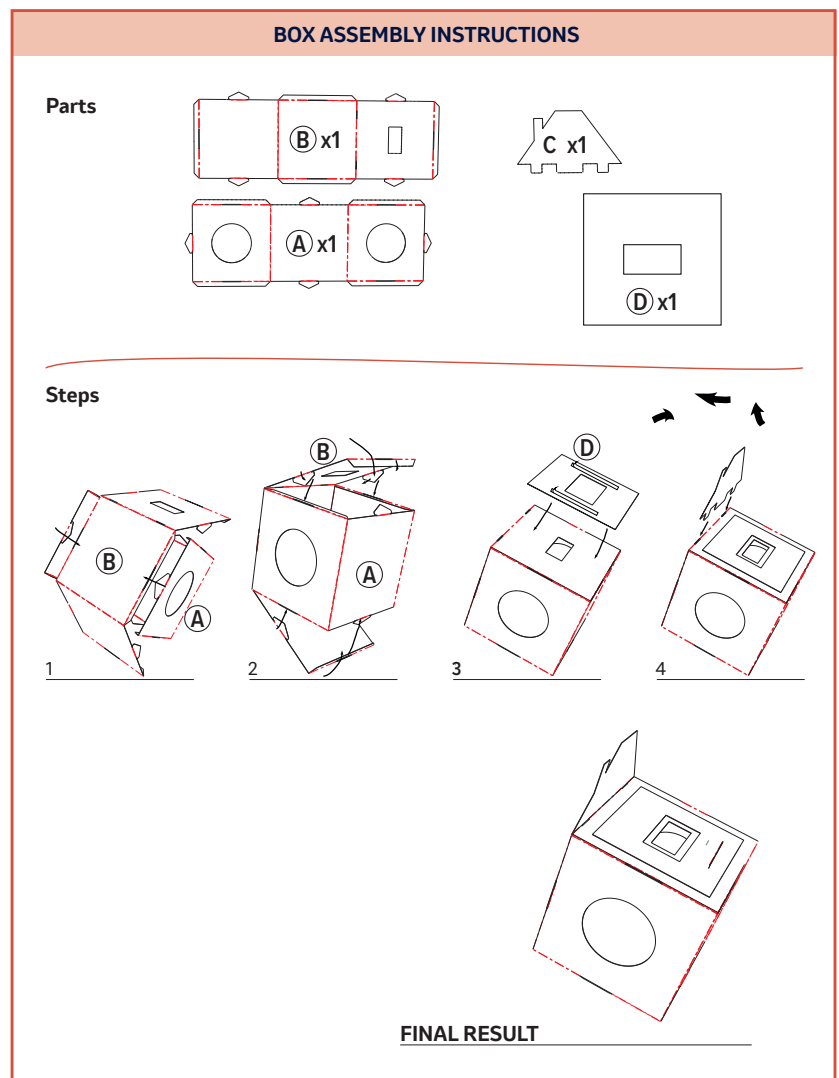
- Display on your counter.

3. Laundry bags

- Sort your donation items into the laundry bags.

4. Shipping label

- Use the electronic shipping label received by email to send the donations to your assigned shelter. If you need a second box, don't hesitate to contact us at hearttopaws@merck.com.



This year, your clinic will contribute to reducing CO2 emissions by sending donations straight to shelters. We hope that this will also build stronger local ties by connecting clinics with nearby shelters. **A small change with a big impact!**

For cleaning tips, please see the back of this page.

HEART TO PAWS CLEANING INSTRUCTIONS

DONATION ITEM INTAKE CHECKLIST

STEP 1: INITIAL INSPECTION

- ☐ Are items visibly dirty or smelly? *If yes, go to step 2*
- ☐ Are any items damaged, frayed, or unsafe?
If yes, discard
- ☐ Are items clean and odor-free? *If yes, go to step 3*
- ☐ Are items clearly new and in original packaging?
If yes, sort into item bags directly (step 3)

STEP 2: CLEANING INSTRUCTIONS BY ITEM TYPE

Pet sweaters



- Machine wash on gentle cycle with cold water and pet-safe detergent
- Air dry or tumble dry on low
- Hand wash delicate fabrics like wool

Pet beds



- Remove cover if possible and machine wash
- For foam inserts, hand wash and air dry
- Use hot water and pet-safe detergent

Leashes & Collars



- **Fabric (cotton/nylon):** Machine wash in a laundry bag on gentle cycle with pet-safe detergent
- **Leather:** Spot clean with damp cloth and mild soap. Do not soak or machine wash
- **Scrub as needed:** Use a soft brush (e.g. toothbrush) for stubborn dirt
- **Air dry only:** Avoid heat to preserve shape and material

Blankets



- Shake off hair and debris
- Machine wash with pet-safe detergent
- Use hot water if possible
- Tumble dry or air dry

Dog booties



- Hand wash in warm soapy water
- Scrub soles with a brush if needed
- Rinse thoroughly and air dry

Toys



Rubber or plastic:

- Soak in warm water with vinegar or pet-safe soap
- Scrub with a brush
- Rinse thoroughly and air dry

Plush:

- Machine wash in a mesh bag on gentle cycle
- Use mild detergent
- Air dry or tumble dry on low

ITEMS THAT MAY NOT NEED WASHING

- **New items:** in sealed packaging, clearly unused, odor-free

STEP 3: SORTING ITEMS AND BAGS

- Bags are provided in the box
- We suggest to use one bag per item category
- Sort all cleaned items into the bags

STEP 4: RECORD & REPORT FINAL COUNTS

- Tally all sorted donation items by category
- **Enter donation counts weekly** into the provided Excel tracking sheet sent by email if that's more convenient
- **MANDATORY:** Submit the final item counts using the GetFeedback form (scan the QR code)

