



International Institute Agency Wish List

Items requested by staff members to improve agency surroundings and make their job a little easier.

The following list consists of items requested by staff members. Simple items, like shelving or desk chairs, can make an office much more organized for staff and welcoming for clients.

Your donation will help offset agency costs, which will allow more funds to go directly to new Americans.

The agency accepts new or gently used items.

Pens

1 inch or 2 inch Binders

6 foot or 8 foot Tablecloths

New or gently used sofa (no sleeper sofas please)

Disposable 12 oz or 16 oz plastic cups

Verticle 2 or 4 drawer file cabinets with lock