



PATINA'S CLOTHING

Urgent Client Referral Form

For Partner Shelters & Agencies Only

Instructions: This form is for clients with immediate, time-sensitive needs outside of your scheduled Mobile Closet Pop-Up.
 Approved categories: children's clothing, interview/work attire, diapers, and similar essentials. Submit to patinasclothing@outlook.com | For emergencies text "URGENT" to: (650) 440-5563

1. REFERRING AGENCY INFORMATION

Shelter/Agency Name: _____
 Staff Contact Name: _____ | Title: _____
 Phone: _____ | Email: _____
 Date of Request: _____

2. CLIENT INFORMATION

Client First Name + Last Initial: _____ (Do not use full last name)
 Age: _____ | Gender Identity: _____
 Family Size (if requesting children's items): _____
 Reason for Urgency:
 Job interview on _____ [Date] New housing move-in
 Child growth/clothing emergency Domestic violence safety exit
 Other: _____

3. ITEMS REQUESTED - URGENT ESSENTIALS ONLY

Check all that apply. Leisure items, shoes, and general wardrobe needs are provided during Mobile Closet Pop-Ups.

Children's Clothing

Infant 0-12 mo | Size: _____ | Qty: _____ | Boy Girl
 Toddler 2T-5T | Size: _____ | Qty: _____ | Boy Girl
 Child Size: _____ | Qty: _____ | Boy Girl
 Teen Size: _____ | Qty: _____ | Boy Girl
 Season needed: Winter Summer All

Interview / Work Attire - Adult

Men's | Top Size: _____ | Bottom Size: _____ | Shoe: _____
 Women's | Top Size: _____ | Bottom Size: _____ | Shoe: _____
 Type: Professional Business Casual Trade/Uniform
 Interview Date (if applicable): _____

Essentials

Diapers | Size: _____ | Qty: _____
 Baby Wipes | Qty: _____
 New Underwear - Adult | Size: _____ | Qty: _____ | Men's Women's
 New Underwear - Child | Size: _____ | Qty: _____
 New Socks | Size: _____ | Qty: _____
 Hygiene Kits
 Other Essential: _____

4. FULFILLMENT LOGISTICS

Preferred method: POC pick-up at Patina's clothing designated cleaners Shelter delivery Ship to shelter
 If delivery, address: _____
 Best day/time for delivery or pick-up: _____
 Deadline needed by: _____

5. STAFF CONFIRMATION

I confirm this client is currently receiving services from our agency and has an urgent need that cannot wait for the next Mobile Closet Pop-Up.

Staff Signature: _____ Date: _____

For Patina's clothing Use Only

Date Received: _____ | Approved by: _____
 Fulfillment Date: _____ | Fulfilled by: _____
 Notes: _____

Policy Reminder:

Urgent Referrals are for immediate essentials: children's clothing, interview attire, diapers, and similar items.
 All other needs including leisure wear, shoes, and accessories are provided during your scheduled Mobile Closet Pop-Up.
 Private styling appointments are reserved exclusively for Community Style Stories Contest winners and are separate from this process.

Questions? Contact Akila | (650) 440-5563 | patinasclothing@outlook.com | nogginentertainment.com/projects-7
 Thank you for partnering with Patina's clothing to restore dignity through style.