

ADULT CLOTHING REQUEST FORM

Updated September 2025

If your client lives or is sheltered in Cambridge or Somerville and is in need of clothing, shoes, or accessories, please use the form below to request items.

- You can use this fillable PDF or Word form or print, handwrite, and scan it.
- **Please use a separate form for each individual in a household.**
- Please request a maximum of **ten (10) pieces per client**. You can request more in the future.
- **Please send to:** clothing@secondchances.org

Date: _____

Client name or identifying code: _____

We do not require a name and understand the need for confidentiality. Please use an identifier to help track this clothing request for your client.

Client is living in / sheltered in (check one): ☐ Cambridge ☐ Somerville ☐ Other: _____

Organization / program name: _____

Contact name: _____ **Contact title:** _____

Supervisor's name: _____

Supervisor's email: _____

Supervisor's signature: _____

☐ My signature above certifies that clothing will be distributed to clients who are homeless and/or low-income (below the federal poverty level OR less than 80% of area median income) and living or sheltered in Somerville or Cambridge.

Delivery Instructions:

Second Chances will arrange delivery Monday – Friday between 9:30 a.m. and 5:00 p.m.

Contact person and title: _____

Day(s) and time(s) open for delivery: _____

Parking arrangements: _____

Street address: _____

City/town: _____

Telephone number: _____

Email: _____

For Second Chances use only:

Date received: _____

Date delivered: _____

☐ Saved

☐ Entered

Client Information:

Please provide information about the client's situation and anticipated use of the clothing. This information helps us understand your client's clothing needs. *Information shared is confidential.*

Client Preferences:

Please describe your client's overall preferences in as much detail as possible. If we don't have an exact match, we will provide item(s) as close as possible to what you describe.

- Style description: _____
- Fit description: _____
- Material preferences/aversions: _____
- Color and print/solid preferences: _____

Client Demographics:

In order to comply with our funders' reporting requirements and to understand our program reach, we're requesting the following demographic information and sincerely hope you will answer as best you can. *Second Chances will only share this information in the aggregate. If your organization only collects or reports client demographic data in the aggregate, please contact our office for additional guidance.*

Racial/ethnic identity of individual included in this request (please check one):

- ☐ Person of color
- ☐ White
- ☐ Individual declines to state
- ☐ Other – please specify: _____

Gender identity of individual included in this request (please check one):

- ☐ Female
- ☐ Male
- ☐ Gender-expansive
- ☐ Individual declines to state
- ☐ Other – please specify: _____

Age of individual included in this request: _____ ☐ Individual declines to state

Check any/all that apply to individual included in this request:

- ☐ Person with a disability
- ☐ Immigrant or refugee
- ☐ LGBTQIA+
- ☐ Veteran or active military
- ☐ Experiencing homelessness or housing insecurity
- ☐ Household living with a low to moderate income

WOMEN'S CLOTHING

	Number Needed	Size or Measurements	Color	Style and Fit	Notes (what occasion is the clothing for: everyday, work, appointments, etc.?)
Pairs of socks*					
Underwear*					
Undershirts Short-sleeve undergarment					
T-shirts long or short sleeves crewneck or v-neck?					
Shirts knit tops					
Blouses/Button-down shirts					
Sweatshirts pullover, zip up, hoodie, crew neck?					
Sweaters pullover, cardigan, long or short, crew neck or v-neck?					
Jeans tight or loose fit, skinny or wide leg? Size or waist/length					
Pants casual or dressy, sweatpants, leggings? Size or waist/length					
Shorts athletic, casual, or dressy?					
Coats long or short?					
Jackets suit jacket or casual outerwear?					
Dresses casual or formal, length and style?					
Skirts length and style?					
Suits pants or skirt? jacket? Size					
Footwear boots, sandals, sneakers, heel height? Size					
Accessories e.g. belt, handbag, scarf, hat, gloves					Items requested:
Other (Limited Supply) e.g. bras, pajamas, thermal underwear, swimwear					Items requested:

*If pairs of socks and/or underwear are being requested, count each as a quantity of one (1) and Second Chances will provide more than one pair of each as supply allows.

MEN'S CLOTHING

	Number Needed	Size or Measurements	Color	Style and Fit	Notes (what occasion is the clothing for: everyday, work, appointments, etc.?)
Pairs of socks*					
Underwear*					
Undershirts Short-sleeve undergarment					
T-shirts long or short sleeves crewneck or v-neck?					
Button-Down Shirts casual or dress?					
Sweatshirts pullover, zip up, hoodie, crew neck?					
Sweaters pullover, cardigan, crew neck or v-neck?					
Jeans straight fit or loose fit? Waist and length?		Waist: Length:			
Pants sweatpants, casual, or dress pants? Size or waist/length?		Size (sweats) or waist/length (pants):			
Shorts athletic, casual, or dressy? Size or waist?					
Coats long or short?					
Jackets sports coat or casual outerwear?					
Suits jacket and pants? Jacket size? Waist and length pants?					
Footwear boots, sneakers, dress shoes, other? Size					
Accessories e.g. belt, tie, hat, gloves, scarf					Items requested:
Other (Limited Supply) e.g. pajamas, swimwear; thermal underwear					

*If pairs of socks and/or underwear are being requested, count each as a quantity of one (1) and Second Chances will provide more than one pair of each as supply allows.

