



# University of Arkansas Staff Senate Announces the **2024 RazorGifts Staff Holiday Gifting Program**

**The University of Arkansas Staff Senate sponsors the RazorGifts Staff Holiday Gifting Program!  
Employee to employee gifting is the basis of our rewarding and appreciated program.  
Please read the information below carefully.**

- Only U of A staff and immediate family members who live in the same house as the staff member will be included. Family members who do not share a home with the staff member are ineligible for the program.
- We cannot guarantee that every applicant/dependent will receive each requested gift.
- Requests for “big ticket” items (Computers, etc.) will not be accepted and will not be listed on the request. Single item cost limit is \$50.00.
- Please see attached list for item requests and provide as much detail as possible. Example is provided.
- Each application that meets all listed qualifications will be made available to the committee for selection.
- You must provide ALL requested information for your application to be complete.
- **Incomplete or late applications will not be accepted.**
- Applications must be submitted no later than **5:00 p.m., Friday, November 22, 2024.**
  - Submit applications
    - Via e-mail to [ssgifts@uark.edu](mailto:ssgifts@uark.edu) or Becca Clifton at [bcclifton@walton.uark.edu](mailto:bcclifton@walton.uark.edu) or Autumn Parker at [aparker@walton.uark.edu](mailto:aparker@walton.uark.edu).
    - Via Campus Mail or in person to Becca Clifton at RCED 140 or Autumn Parker at WCOB 328.
  - For questions contact Becca Clifton at [bcclifton@walton.uark.edu](mailto:bcclifton@walton.uark.edu) or 479-575-6672 or Autumn Parker at [aparker@walton.uark.edu](mailto:aparker@walton.uark.edu) or 479-575-4622.
- All applications are subject to employment verification. Additional documentation may be required.

**The Staff Senate will maintain confidentiality of all program recipients and donors subject to applicable Arkansas Freedom of Information Act and other disclosure laws.**

**U of A Employee Name** \_\_\_\_\_

**Department** \_\_\_\_\_

**Family Size: # of Adults** \_\_\_\_\_ **# of Children** \_\_\_\_\_

**Are you the person named above?** Yes No

**If not, provide your name and relationship to Staff Member:** \_\_\_\_\_

**Employee’s Cell Phone:** \_\_\_\_\_ **Work Phone:** \_\_\_\_\_

**Employee’s email:** \_\_\_\_\_

**Employee’s Campus Address:** \_\_\_\_\_

*Gifts made under the Staff Holiday Gift Program are made by members of the University community to dependent children of University employees and are not gifts to the University.*

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Office Use Only:

Number:

Verified: Yes No

Please answer this question in 500 words or less (using first person, for example: I, me, my):

Why should the committee select your family for RazorGifts?

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Office Use Only:

Number:

Verified: Yes No

# EXAMPLE

A      Age: 11                      Gender:    Male    Female

	Item	Size	More Information
Need	Outfit with Pants or Dress	10/12	Red shirt, khaki pants or Red Dress/Knee length
Need	Shoes	4 1/2	White or Pink Ballet Flats
Read	Mockingjay		By Suzanne Collins
Want	Drone		K23 Edition
Want	Uno		Family Edition

Office Use Only: Family # 002 (ONLY Showing for Staff Senate Purposes)

A      Age:                      Gender (circle one):    Male     Female

	Item	Size	More Information
Need			
Need			
Read			
Want			
Want			

Office Use Only:

B      Age:                      Gender (circle one):    Male     Female

	Item	Size	More Info.
Need			
Need			
Read			
Want			
Want			

Office Use Only:

Office Use Only:

Number:

Verified: Yes    No

C	Age:	Gender (circle one):	Male <input type="radio"/> Female <input type="radio"/>
	Item	Size	More Info.
Need			
Need			
Read			
Want			
Want			
Office Use Only:			

D	Age:	Gender (circle one):	Male <input type="radio"/> Female <input type="radio"/>
	Item	Size	More Info.
Need			
Need			
Read			
Want			
Want			
Office Use Only:			

E	Age:	Gender (circle one):	Male <input type="radio"/> Female <input type="radio"/>
	Item	Size	More Info.
Need			
Need			
Read			
Want			
Want			
Office Use Only:			

Any additional family members? Please follow this format on another sheet of paper.

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Office Use Only:  
 Number:  
 Verified: Yes No