



Apartment and Home Set -Up Guide

Home Set-up Guidance

The care and attention that you take through your service of participating in a refugee home set-up is the first step towards making the apartment/house into a comfortable and safe landing place for the newly arrived refugee/family. Please consider these points of guidance as you prepare for and take part in a home set-up.

- Please do not place religious décor or texts inside the home.
- Think about the quality of items you would like to have in your home. Please do not donate items to the refugee family that you yourself would not appreciate.
- If you notice something that needs repaired in the home, please report back to your office contact.
- Be mindful of the content and appropriateness of children's books and toys. Consider what might be triggering content- violence, religious items, law enforcement/military, war, skull and crossbones.
- Consider leaving a welcome note on the dining room/kitchen table with a simple message of welcome and signatures of those who set-up the home. Cards of welcome are appreciated and add warmth to a new home.

Set-up Day

- Wear comfortable clothes and closed toed shoes.
- Bring some cleaning supplies and trash bags to carry your trash away from the property.
- Research parking options and know how you will unload heavy items.
- Follow specific instructions given by local office staff.
- Respect the neighborhood and neighbors as you set-up the home. Be mindful of the comments you make about the neighborhood and what your actions and body language might be communicating.
 - If you are going to be continuing to welcome the family after their arrival, now is a good time to familiarize your group with the block/neighborhood. What is the walking route to the grocery store/bank/bus stop/park?
- Know what you can and cannot do without the landlord's permission. If you notice a needed repair, please report to your office contact instead of attempting to fix the item yourself. Many leases will state that if you attempt to fix something and are not successful, the tenants are then responsible for the cost. Err on the side of caution and do not make changes to the home unless explicitly discussed with office staff and landlord.



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Supply List

Bed(s) including a bed frame, spring, and mattress that is appropriate for the age and gender composition of family

One set of sheets for each bed

Blanket(s) for each bed as seasonally appropriate

One pillow and pillowcase per person

One set of drawers, shelves or other storage for clothing in addition to a closet (unless the closet has shelving to accommodate clothes)

One kitchen table per family and one kitchen chair per person

One couch per family

One lamp and light bulbs per room (unless installed lighting is present and adequate)

One place setting of tableware (fork, knife and spoon) per person

Food preparation utensils, including one saucepan, one frying pan, one baking dish, mixing/serving bowls

One set of kitchen utensils (spatula, wooden spoon, knife, serving utensils etc)

One can opener per family

One bath towel per person

One alarm clock (cell phone meets requirement)

Paper, pens and/or pencils

Toiletries including: toilet paper, shampoo, soap, one toothbrush per person, toothpaste, and other personal hygiene items as appropriate (these items should be new)

Baby items as needed

Cleaning supplies including: dish soap, bathroom/kitchen cleanser, sponges or cleaning rags and/or paper towels, laundry detergent, two waste baskets, mop or broom and trash bags

