

YOUR department can donate food!



FOLLOW THE STEPS BELOW TO DONATE FOOD SAFELY



2 Store boxes on a labeled donation cart at the appropriate temperature

Label the donation area and let your team know where to leave carts with foods for donation!



3 Coordinate a pick-up and hand off donation!

For **regular weekly donations**, call us at **(323) 897-9696** to set up a schedule. Your pick-up schedule is:

M T W T F S S at _____ **am / pm**

or write it here: _____

...when FoodCycle comes to pick up your donations...

For **frozen/refrigerated** items, volunteers will ask for carts to be wheeled out or request permission to enter department freezer/cooler.

For **room temperature** items, volunteers will simply pick up donated items from the loading dock or receiving area.