

DONATION HANDLING & STORAGE GUIDELINES

	Dairy & Eggs	Produce	Meat & Soy Products	Bakery	Frozen	Non-Perishable
YES	<ul style="list-style-type: none"> Refrigerated See table below for guidelines 	<ul style="list-style-type: none"> Refrigerated At least 80-90% of the product usable for an additional 3-7 days after pick-up Date coded items. * 	<ul style="list-style-type: none"> Frozen within 24 hours of sell-by date Accepted up to 60 days after sell-by date 	<ul style="list-style-type: none"> Frozen within 24 hours of sell-by date Accepted up to 60 days after sell-by date 	<ul style="list-style-type: none"> Frozen Accepted up to 60 days after sell-by date 	<ul style="list-style-type: none"> Room temperature Accepted up to 60 days after sell-by date
NO	<ul style="list-style-type: none"> Damaged or compromised packaging Off odor or discoloration Mold 	<ul style="list-style-type: none"> Off odor or discoloration Mold, fungus, insects, or significant decay 	<ul style="list-style-type: none"> Defrosted Severe freezer burn Off odor or discoloration Bloated package 	<ul style="list-style-type: none"> Non-food grade packaging in contact with food Mold 	<ul style="list-style-type: none"> Severe freezer burn Seriously damaged 	<ul style="list-style-type: none"> Open, punctured, bulging, leaking or seriously damaged Broken or chipped glass

*Date coded produce items can be donated past date on package

- Maximize produce when culling donations by using a 3 box system:
 - 1 box for waste/compost
 - 1 box for soft items like berries and bananas
 - 1 box for hard or heavier items like melons and apples

HOW MANY DAYS AFTER THE SELL-BY DATE CAN I DONATE DAIRY PRODUCTS & EGGS?

3	9	21	25	60
<ul style="list-style-type: none"> Fluid dairy (milk, half and half, etc) Yogurt, sour cream, cottage cheese Pasta salad, potato salad, coleslaw Hummus Refrigerated juice, perishable beverages Soy milk 	<ul style="list-style-type: none"> Cream cheese Soft cheese 	<ul style="list-style-type: none"> Eggs 	<ul style="list-style-type: none"> Butter Margarine Hard cheese Shelf stable milk 	<ul style="list-style-type: none"> Frozen butter Frozen cream cheese Frozen hard cheese

- All product must be in closed food-grade packaging, and be labeled with ingredients and sell-by-date
- Donations should be made in banana boxes or other food-grade containers
- Store each product category in a separate box
- Put boxes of meat at the bottom of the pallet to avoid leaking and cross-contamination**

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Items		Conditions
YES	<ul style="list-style-type: none"> • Paper products (diapers, paper towels, etc.) • Personal items (toothpaste, shampoo, etc.) • Cleaning supplies (hand soap, Windex, etc) • Laundry supplies (detergent, etc.) 	<ul style="list-style-type: none"> • Actual product intact
NO	<ul style="list-style-type: none"> • Baby food/ formula • Health products (vitamins, medicine, etc.) • Pet products (food, litter, etc.) • Cosmetics • Clothing items • Decorations • Household items (cookware, appliances, etc.) • Seasonal items (flip flops, greeting cards, etc.) 	<ul style="list-style-type: none"> • Actual product damaged or leaking • Protective seal of actual product breached • Open or partially used product

- Store non-food items in separate boxes from food items
 - Box Note: Banana boxes are ideal, USDA boxes can not be used!
- If possible, put non-food items on a separate pallet from food items
- **If boxes of food and non-food items must share a pallet, put non-food items at the bottom of the pallet to avoid leaking and cross-contamination**

CONTACT

Melissa:
215.339.0900 ext. 2050

Devin:
215.339.0900 ext. 2707

Steve:
215.339.0900 ext. 2060