



END OF CAMPAIGN INFORMATION SHEET

Please return to the Food Bank by March 18, 2019: , <email> or <fax:xxx-xxx-xxxx>, Attn: Name

Firm/Office Name: _____

Office Physical Address/suite#/floor: _____

Office Contact: _____

Contact Phone Number: _____ Number of Employees: _____

- Yes Check here if your firm volunteered between 2/1 and 3/18 for 100 bonus points.
- Yes Check here if your firm registered before 11:59 p.m. on 3/1/19 for 100 bonus points.
- Yes Please check here if your firm will be delivering all contributions to your food bank contact (online or mailed financial donations count as delivered) to receive the extra **25% bonus**. You must deliver by March 29th. Checks should be payable to Feeding Kentucky.

The following questions pertain only to firms/offices that have collected food and want the Food Bank to pick up the food. Reminder that food pounds will not count towards the competition.

Office hours: _____

Approximate # of pounds, boxes, bags, etc., collected: _____

Items are packed:

in bags in boxes in barrels loose items (not packaged)

Yes No May pallet jacks/hand trucks be used to transport food in your building?

Yes No May a service elevator be used in your firm's building?

Yes No If multi-level building, will food be on the first floor?

If no, on what floor will the food be stored? _____

Yes No Is anyone available to help move and load the food?

Is there any additional information that we need to know to access your building and pick up the food?

Please ensure that your receptionist can direct Food Bank staff to where the donated food is being stored.

Thank You and Good Luck!