Donation Log

Date	Donor	Food Description	Donation type	Quantity	Accepted by
1/4/2023	*Grocery Store*	*Canned veggies & fruit*	*Shelf-Stable items*	*25 lbs*	*XX*

Foods which may be donated at any time, without PIC presence:

Shelf-stable, commercially packaged food (boxed and canned food, dry pastas, breads, etc.)
Shelf-stable baked goods prepared in residential kitchens (cookies, breads, cakes, fruit pies)
Whole, uncut produce (home-grown or store bought)
Frozen, commercially packaged foods
Baby food (no expired infant formula)

PIC = Person In Charge

Foods which may be donated when PIC is present or with additional monitoring:

Perishable, commercially packaged food (unopened foods from approved sources held at 41°F or below)
Food donated by food establishments, labeled with ingredients, allergens, date, and business
Food from donor kitchens labeled with ingredients, allergens, date, and donor
Wild game meat properly labeled from an approved meat cutter
Fresh finfish received from a licensed recreational or commercial fisher

Updated December 2023