

Food drive email automations 03.04.26

Initial Response to Someone Asking About a Food Drive

Subject: Thanks for wanting to help feed local families!

Hi there,

Thanks so much for your interest in supporting families facing hunger. We're grateful you're jumping in.

Here are a few simple ways to get started—pick what works best for you:

- Host a food drive for a nearby pantry
Use our [Food Finder Map](#) to connect directly with a partner in your area.
- Host a food drive for Second Harvest
Just fill out [this quick form](#), and we'll help you take it from there.
- Host a fundraiser (our most impactful option!)
[Click here](#) to register your virtual fundraiser helps us stretch every dollar and gets food where it's needed fastest.

We appreciate you wanting to make a difference—thanks for being part of this with us.

Response to Repeat Donors Asking for Pickups

Subject: Thanks for your continued support!

Thank you for being such a consistent partner—your food drives have helped countless families, and we truly appreciate you.

Because our pickup capacity is limited, we now ask food drive hosts to bring donations directly to Second Harvest whenever possible. This helps us reserve truck routes for situations where a commercial vehicle is really needed.

Thanks for understanding, and thanks for standing with us to feed our community.

Automated Confirmation: Food Drive Only

Subject: (depends on individual drive details) Food Drive | Spokane | Libby Loft: | Oct 30, 2025 to Nov 01, 2025

We greatly appreciate {Organization} hosting a food drive on behalf of Second Harvest!

Here are a few tools to help you spread the word:

- [Second Harvest logo \(color\)](#)
- [Second Harvest logo \(black and white\)](#)
- [Most-needed items flyer](#)
- [Tag us on social](#) so we can cheer you on!

Our Spokane/Pasco facility (contact info depends on form response) is open Monday through Thursday/Friday. You can contact us through the following:

- email
- phone

We're grateful you're helping feed families in our community.

Automated Confirmation: Food + Fund Drive

Subject: (depends on individual drive details) Food & Fund Drive | Spokane | Libby Loft: | Oct 30, 2025 to Nov 01, 2025

We greatly appreciate {Organization} hosting a food & fund drive on behalf of Second Harvest!

[Register your fundraiser](#) to get instant access to your fundraiser dashboard. Once registered, you'll receive an email with a direct link to your dashboard: your hub for everything you need to succeed, including a QR code, social-sharing tools, and real-time progress tracking.

Here are a few tools to help you rally your community and make your food drive a success:

- [Second Harvest logo \(color\)](#)
- [Second Harvest logo \(black and white\)](#)
- [Most-needed items flyer](#)
- [Tag us on social](#) so we can cheer you on!

Our Spokane/Pasco facility (contact info depends on form response) is open Monday through Thursday/Friday. You can contact us through the following:

- email
- phone

We're grateful you're helping feed families in our community.

Automated Confirmation: Fundraiser Only

Subject: (depends on individual drive details) Fundraiser | Spokane | Libby Loft: | Oct 30, 2025 to Nov 01, 2025

We greatly appreciate {Organization} hosting a fundraiser on behalf of Second Harvest!

[Register your fundraiser](#) to get instant access to your fundraiser dashboard. Once registered, you'll receive an email with a direct link to your dashboard: your hub for everything you need to succeed, including a QR code, social-sharing tools, and real-time progress tracking.

If you have questions, we're here to help. Contact us at our Spokane facility Monday through Friday. (contact info depending on which location they choose)

- Email
- Phone

Box Request Pickup Details Email - PDC

Subject: (depends on individual drive details) Fundraiser | Spokane | Libby Loft: | Oct 30, 2025 to Nov 01, 2025

Hello! {Organization} requested Second Harvest food collection boxes for your upcoming food drive.

These boxes are flat when picked up and can be folded and taped when they are on location ready for food. You can pick up the boxes at our Pasco facility anytime Monday through Thursday from 8 am to 4:00 pm at 5825 Burlington Loop.

*Enter the main front door on the west side of the building.

*Select the amount of boxes needed from the wood bin inside the lobby. REMEMBER to return these boxes at the end of the drive with the food and any unused boxes.

If you have any questions, you can contact us via email at tcfooddrive@2-harvest.org or call us at 509-545-0787.

We're grateful you're helping feed families in our community.

Box Request Pickup Details Email – SDC

Hello! {Organization} requested Second Harvest food collection boxes for your upcoming food drive.

These boxes are flat when picked up and can be folded and taped when they are on location ready for food. You can pick up the boxes at our Spokane facility anytime Monday through Friday from 8 am to 4:00 pm. We are located at 1234 E Front Street.

*Drive to the west end of the building and grab a parking spot across the street.

*Head up the stairs to the door under the canopy and enter the waiting area.

*Select the amount of boxes needed from the wood bin. REMEMBER to return these boxes at the end of the drive with the food and any unused boxes.

If you have any questions, you can contact us via email at fooddrive@2-harvest.org or call us at 509-252-6250.

We're grateful you're helping feed families in our community.

End of Drive Reminder (Donor Dropoff @ 2H) Food & Funds and Food Only – PDC

{Organization}'s food & fund drive on behalf of Second Harvest is wrapping up this week. Now's a great time to send one last reminder to your network and help push it over the top to reach (or exceed) your goal.

Here are a few quick reminders for you to drop off the food!

Our Pasco facility is open Monday through Thursday from 8 am to 4:00 pm and is located at 5825 Burlington Loop in Pasco.

- *Please return all Second Harvest provided food drive boxes, whether full or not.
- *Follow the receiving signs to the back dock ramp area on the east side of the building.
- *Pull up on to the ramp near a roll up door if the space is open.
- *Ring the bell for someone to check you in. Notify the staff member of your organization and if you would like a receipt for the pounds donated.
- *Once checked in, a Second Harvest team member will bring out a pallet and help you load the food drive items onto the pallet.
- *If you need a receipt, head back inside to receive your receipt for the final weight.

If you have any questions, you can contact us via email at tcfooddrive@2-harvest.org or call us at 509-545-0787.

We're grateful you're helping feed families in our community.

End of Drive Reminder (Donor Dropoff @ 2H) Food & Funds and Food Only - SDC

{Organization}'s food & fund drive on behalf of Second Harvest is wrapping up this week. Here are a few quick reminders for you to drop off the food!

Our Spokane facility is open Monday through Friday from 8 am to 4:00 pm and is located at 1234 E Front Street in Spokane.

- *Please return all Second Harvest provided food drive boxes, whether full or not.
- *Drive to the west end of the building under the canopy.
- *Pull into one of the two lifts located under the roll up doors.
- *Head up the stairs to the door and ring the bell for someone to check you in. Notify the staff member of your dock location and if you would like a receipt for the pounds donated.

*Once checked in, a Second Harvest team member will add a pallet to the lift so you can load the food drive items and boxes onto the pallet.

*If you need a receipt, head back inside to receive your receipt for the final weight.

If you have any questions, you can contact us via email at fooddrive@2-harvest.org or call us at 509-252-6250.

We're grateful you're helping feed families in our community.

End of Drive 10 Day Reminder (2H Pickup & Donor Site) – Both DCs

Your food and fund drive (or just food drive) is coming to an end on . Now's a great time to send one last reminder to your network and help push it over the top to reach (or exceed) your goal.

The Second Harvest truck will be there to pick up on {X Date}.

If you have any questions, you can contact us via email at email or call us at phone number.

Thank you for helping feed families in our community.

End of Drive 1 Day Reminder (2H Pickup & Donor Site) – Both DCs

Don't forget the Second Harvest truck will be there to pick up food from your drive on {X Date}.

If you have any questions, you can contact us via email at email or call us at phone number.

Thank you for helping feed families in our community.

Thank you – when event marked complete and pounds entered

Dear {host first name},

Thank you for being part of the recent food drive at {Organization}. Together, your team collected {# of pounds} pounds of food to help neighbors facing hunger across our region. That generosity makes a real difference. Each pound helps move healthy food to families, seniors, and children who rely on our community to show up for them.

At Second Harvest, we're on a mission to solve hunger today, tomorrow and the day after that. Food drives like yours help make that possible by bringing people together to care for their neighbors. At the same time, the need continues. Thousands of people in our region still rely on food assistance each week. It takes a community working together—organizations like {Organization} , volunteers, donors, and partners—to keep healthy food

moving.

Thank you for being part of that effort and for helping make our community stronger.

With gratitude,
Second Harvest