

Retail Store Donation Program

Donation Handling and Storage Guidelines

Meat, Pork, Poultry, Fish		
Acceptable condition:	Handling and storage:	Non-Acceptable condition:
<ul style="list-style-type: none"> Product should be in original packaging Food grade packaging in direct contact with food Securely closed and separated by category (e.g., beef, pork, poultry, fish) to avoid cross contamination Labeled and dated as appropriate 	<ul style="list-style-type: none"> Product should be frozen on or before the expiration date Product should be stored at 0° F or less while awaiting pickup. Under no circumstances can the product be stored in excess of 41° F 	<ul style="list-style-type: none"> Food kept in the danger zone (between 41° and 135°) for more than two hours Non-food grade packaging in direct contact with food Damaged or compromised packaging resulting in discoloration of product Defrosted product or product with severe freezer burn
Dairy Products		
Acceptable condition:	Handling and storage:	Unacceptable condition:
<ul style="list-style-type: none"> Product should be in original packaging Food grade packaging in direct contact with food 	<ul style="list-style-type: none"> Refrigerated product must be stored at 41° F or less while awaiting pickup Store frozen, product at 0° or less while awaiting pickup (never in excess of 41° F) 	<ul style="list-style-type: none"> Damaged or compromised packaging resulting in the loss of sanitary barrier protection
Fresh Produce		
<ul style="list-style-type: none"> Product should be in original packaging and bags or food grade packaging (produce boxes) for all repacked product Cut produce should be securely closed in food grade packaging with each vegetable or fruit packaged separately 	<ul style="list-style-type: none"> Store in a cool, dry, clean area Whole produce can be stored at room temperature Cut produce must be stored at 41° F or less 	<ul style="list-style-type: none"> Signs of decay
Baked Goods		
<ul style="list-style-type: none"> Fresh, day-old bread, bagels, and other bakery items Food grade packaging in direct contact with food securely closed Bread product separately packaged from other baked goods 	<ul style="list-style-type: none"> Store in a cool, dry, clean area 	<ul style="list-style-type: none"> Mold, damaged or compromised packaging resulting in loss of the sanitary barrier protection Product not in food grade packaging Product without ingredients listing

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Pre-packaged Foods-Non-Perishable (Canned Goods)		
Acceptable condition:	Handling and storage:	Non-Acceptable condition:
<ul style="list-style-type: none"> • Fully intact original cans with labels that are legible; labels must show at minimum: <ol style="list-style-type: none"> a) what the product is b) ingredients c) net weight d) distributor 	<ul style="list-style-type: none"> • Store in a cool, dry, clean area 	<ul style="list-style-type: none"> • Opened, punctured, or serious damage to can, including evidence of leakage • Home-canned products
Pre-packaged Foods-Non-Perishable (Glass Jars & Plastic Bottles)		
Acceptable condition:	Handling and storage:	Unacceptable condition:
<ul style="list-style-type: none"> • Fully intact original containers with labels that are legible; labels must show at minimum: <ol style="list-style-type: none"> a) what the product is b) ingredients c) net weight d) distributor 	<ul style="list-style-type: none"> • Store in a cool, dry, clean area 	<ul style="list-style-type: none"> • Opened, punctured, or bulging jar top • Broken or chipped glass • Home-canned products
Pre-packaged Foods-Non-Perishable (Boxes or Bags)		
<ul style="list-style-type: none"> • Original boxes or cases • Fully intact original containers with labels that are legible; labels must show at minimum: <ol style="list-style-type: none"> a) what the product is b) ingredients c) net weight d) distributor 	<ul style="list-style-type: none"> • Store in a cool, dry, clean area 	<ul style="list-style-type: none"> • Opened, punctured, or damaged packaging resulting in loss of the sanitary barrier protection
Pre-packaged Non Foods		
<ul style="list-style-type: none"> • Fully intact original containers with labels that are legible; labels must show at minimum: <ol style="list-style-type: none"> a) what the product is b) ingredients c) net weight d) distributor 	<ul style="list-style-type: none"> • Store in a cool, dry, clean area 	<ul style="list-style-type: none"> • Glass that is broken or chipped <p><i>Note: non-food items should be boxed separately from edible product</i></p>

Discarding food that does not meet the above criteria is not a waste; you are actually protecting the at risk hunger community that we help feed.