



## Food Drive Guidelines

*Thank you so much for running a food drive. Feeding hundreds of children every week costs a lot of money so getting food and funds donated is absolutely vital to Food4Kids.*

Here are some tips to running an effective food drive

- Let the world know you are collecting food for Food4Kids! Tag us on Facebook or twitter (Food4KidsNiagara) and we can help to spread the word.
- Let your donors know where their food will be going. We can provide leaflets or a stand-up banner to put at the collection point.
- Clearly display the 'Requested Items' list at the collection points and distribute it to everyone who may donate. As Food4Kids only uses specific items, it will mean people spend their money on items that are really needed.
- Remind your donors not to donate expired items.
- When you have finished collecting food, bring it along to our location at 113-115 Cushman Road St. Catharines. Email Amber at [amber@food4kidsniagara.ca](mailto:amber@food4kidsniagara.ca) to arrange the time and date.
- If anyone donates cash or by cheque, put it in an envelope with the donor's name and address so they can receive a tax receipt.

# Thank you for your support