

Serving The WEST SIDE—Thank you!!!

PICKING UP FROM THE OLIVE BRANCH--2000 N. McDonald St. Suite 100B

- (4) Regular Crates (One for Each Pantry)
- (2) Large Crates (This Is for Trinity Pantry & St. Andrews Pantry)
- (2) Toiletry Crates (Trinity & St. Andrew's Pantries)
- (5) Loaves of Bread (1 For Blue Ridge, 1 For Ridge Road & St. Andrew's Pantry And 2 For Trinity)
- (4) Packages of Eggs (1 For Each Pantry)
- (4) Bag/Cans of Pet Food (To Be Placed in The Pet Pantry)
- Produce As Available (Distribute to All 4 Pantries)

PANTRY LOCATIONS

<u>Pet Pantry</u>	<u>1827 W. Louisiana (at the shot spot)</u>
<u>Blue Ridge</u>	<u>614 Blue Ridge St</u>
<u>Ridge Road</u>	<u>1811 Ridge Road</u>
<u>Trinity Presbyterian</u>	<u>5871 Virginia Pkwy</u>
<u>St Andrew's</u>	<u>6400 McKinney Ranch Pkwy</u>

WHAT TO DO WHEN YOU ARRIVE AT EACH PANTRY

1. Follow the Checklist for each pantry.
2. Are there items in the pantry that require refrigeration?
 - if YES please Throw away! Even if they are still cold!
3. Is any of the produce in the pantry spoiled?
 - If YES, please Throw away. Leave all good produce in the pantry!
4. Are there any Boxes of individually wrapped items?
 - If YES, please bring the boxes/packages back to the Olive Branch.
5. Balance the pantry see the table below.
 - Bring back excess food.
6. Any items that need to be discarded can go in the dumpster at the Olive Branch

Items	Large Pantry	Small Pantry
	Qty not to Exceed	Qty not to Exceed
Canned vegetables	12	12
Canned & bagged beans	6	6
Soup	6	6
Canned meals	6	6
Peanut butter	2	2
Jelly	2	2
Canned fruit	12	6
Canned meat	4	4
Rice	2	2
Oatmeal-indiv envelopes	6	6
Oatmeal – container or bag	2	2
Mac & cheese	4	4
Pasta	2	2
Canned tomatoes/pasta sauce	4	4
Individually wrapped snacks/fruit cups	15	15
Drinks	6	6
Cornmeal	2	2
Ramen/Cup O Noodle	6	6

Thank you for Volunteering. If you have any questions or see any damage with the pantries, please take pictures and text / call Kim Sanchez at 214-714-0630