



ORGANIZING YOUR FOOD, CLOTHING OR TOY DRIVE

HOW TO BEGIN!

- ❖ Go to our website (sbfoodpantry.org) and click on "Donate" where you will find information on organizing a drive.
- ❖ Click on the link to register your drive and complete the form.
- ❖ A StoneBridge Food Pantry representative will call you to discuss the details.

ADVERTISE!

- ❖ Once you are registered and your drive dates are confirmed, we will send you a social media event page to share. Share it on Facebook and Twitter.
- ❖ We will also add your drive to our "Events" page on our website (sbfoodpantry.org), Facebook page (*StoneBridge Food Pantry*) and Twitter (*@sbfoodpantry*).
- ❖ You are welcome to copy and disperse our "Suggested Food List" and "Giving Costs You Nothing!" pages, as well as the "monetary donation" form.

COLLECT!

- ❖ Gather bags or boxes to collect your donated items. Please check that food donations have not expired.

DELIVER!

- ❖ Once your drive is completed, confirm your arranged delivery date and time. Transport donated items to Stonebridge Food Pantry.

THANK!

- ❖ Most importantly thank all participants who donated making sure to include the results (i.e. lbs. of food collected, total monies collected).