

Quick Reference Sheet

Prepared Foods

Storage: Chilled temperature is 40°F or less; frozen is 0°F or less

Packaging: Securely sealed; items packaged separately. If using pans, they should be ¾ full with only one food item in each pan. Ideally we will enter into an arrangement with the donating partner in which we utilize reusable containers.

Reasons for refusal:

- A pan contains more than one type of food (e.g. side and main dishes mixed together)
- Food has not been held at the proper temperature
- Packaging is severely damaged or leaking
- Food has been cooked with alcohol

Fresh Produce

Storage: Temperature is cool, dry (varies based on product)

Packaging: Packed in bags, boxes or bins

Reasons for refusal:

- Product shows *significant* decay or odor
- Product shows signs of mishandling

Frozen Foods

Includes dairy, meat vegetables and bread

Storage: Temperature is 0°F or less

Packaging: Foods must be in their intact, original packaging

Reasons for refusal:

- Packaging has been damaged so as to expose the food (wet-cardboard or dented packages are ok, as long as the food remain sealed)

Packaged Perishable Foods

Storage: Chilled temperature is 40°F or less; frozen is 0°F or less

Packaging: Securely sealed; items packaged separately

Reasons for refusal:

- Packaging has been damaged, punctured or the seal has been broken (dented can are ok)
- Food has not been held at the proper temperature

Baked Goods

Storage: Cool, dry

Packaging: Packed in bags, boxes or bins

Reasons for refusal:

- Stale/hard bread
- Moldy
- Product shows signs of previous thaw, such as water stains and/or ice crystals

Dry Goods

Storage: Temperature is cool, dry

Packaging: Foods must be in their intact, original packaging

Reasons for refusal:

- Packaging has been damaged or the seal has been broken (dented or misshapen packaging is ok as long as the food has not been exposed)
- Product shows signs of leakage or bulging