



# How to run an effective food drive.

We partner with schools, corporations, community groups, and places of worship, to facilitate successful food drives.

## STEP 1 | GET ORGANIZED

Assemble a dedicated team of supporters like your colleagues, neighbors, family, classmates, or friends.

Choose the location and duration of your food drive: drives typically run for 2-3 weeks, so make sure you set a start and end date, or if this is a one day event, a start and end time.

## STEP 2 | LET US KNOW

Letting us know allows us to support your drive and arrange for pick-ups and deliveries, especially for larger donations. It also allow us to acknowledge your support and inspire others to do the same!

## STEP 3 | GET CREATIVE

Let your imagination run wild when thinking about your Food and Fund Drive! Perhaps it's a friendly departmental competition at your workplace or a drive focused on collecting a specific item from our most-needed list. The most successful drives often feature unique themes.

## STEP 4 | PROMOTE YOUR DRIVE

Make sure you tell everyone you know about your food and fund drive! Make flyers and hand them out. Create posters and social media messages to share with your friends! If you are on social media, be sure to tag us @RichmondHillFoodbank and use our hashtag #VisionForChange ***\*Please connect with us prior to using our name or logo so we can provide you with accurate content.\****

## STEP 5 | DROP OFF FOOD

Call to organize a delivery time: 905-508-4761.  
Food can be dropped off at The Food Bank: 55 Newkirk Road, Richmond Hill, L4C 3G4; Monday to Friday; from 8:30 a.m. - 1:00 p.m. Please make sure that you will be able to store your collected food somewhere until you are able to deliver it or arrange for a pick-up.



## URGENTLY NEEDED ITEMS

- Crackers
- Rice & Pasta
- Juice boxes
- Canned soups
- Canned tomatoes
- Boxes of cereal
- Hygiene products



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